

Participating Departments:

The following departments are currently Involved In the Internship Program:

Academics / Teaching

Administration

Finance

Human Resources

Internship Requirements:

Comprehensive CV in MS word with latest photo

Recommendation letter from University

Career Guidance / Placement Office

Personal Interview by *The City School* Internship Committee

Good academic standing

Have a positive attitude with the desire to flourish and learn

The City School 32 Years of Success

Since its establishment in 1978, in Karachi, Pakistan, The City School has enjoyed three decades of very successful development. Today it stands as a role model and trend setter in the field of educational development and professional accomplishment. With currently, 162 schools in 43 cities in 4 countries (Dhaka, Dubai, Jeddah and Pakistan), *The City School* is one of the largest private providers of education in Pakistan which provide a British-oriented curriculum leading to the Cambridge International O/A level examinations.

Mission Statement

Our Philosophy

Continuous Human Resource Development

Our Goal

Academic Excellence

Our Commitment

Total Satisfaction

Our Culture

Professionalism



The City School

Regional Offices

Central Regional Office-Lahore

Tel: +92 (42) 35773069-77 Email: csncro4@csn.edu.pk

Northern Regional Office-Islamabad

Tel: +92 (51) 4449762 - 4 Email : csnnro5@csn.edu.pk

Southern Regional Office-Karachi

Tel: +92 (21) 34526334-7 Email : csnsro6@csn.edu.pk

Mehran Regional Office-Hyderabad

Tel: +92 (22) 3818431-32 Email : csnmro3@csn.edu.pk

Take this chance now and acquire the skills needed to be competitive, apply at :

Group Head Office

31 - Industrial Area, Gurumangat Road, Gulberg III, Lahore Pakistan

Tel: +92(42) 35773069 - 77

Fax: +92 (42) 35773065

Email: careers@csn.edu.pk

Web Page: www.thecityschool.edu.pk



I AM - TO LEARN
Since 1978

The City School

The mission of Continuous Human Resource Development goes on....

INTERNSHIP PROGRAM

2010

The City School Internship Program

In line with our mission, "Continuous Human Resource Development", the management of *The City School* has designed an internship program for students and new graduates across the country to enhance their learning and achieve career placement through quality Internship. The Internship Program is aimed to provide the students with an opportunity to get familiar with the functionality of a school system and also to get hands on experience in a business world. The program offers internships as assistant teachers in schools and for management's trainees at *The City School* Group Head Office, Regional Offices and Campuses.

Objectives

To enhance the learning and education of the students and new graduates through meaningful work experience.

To provide the students with challenging opportunities to pursue careers that match academic and personal interest

INTERNSHIP TYPES

1. Teacher Internees at schools

Teacher internees are exposed to an extensive field-based training with real life experience in the classroom where all aspects of the teaching-learning process will be looked at from the practical perspective.

Conducive to Learning Classrooms



Latest Technology with Online Learning



2. Management trainees at Head Office/Regional Offices/Campus

Internships offer valuable work experience, help you develop marketable skills and beef up your resume. *The City School* management trainees will develop their skills while applying academic learning to hands-on situations plus the opportunity to experience the following:

A fully automated web-based work environment with Rapid ORACLE ERP Implementations for 15 modules which include:

HRMS
ORACLE Financials Self Service

MS Office Outlook communication mode and all MS application

The City School

Internship Programme stands to provide you with:

Guaranteed professional training

An Assigned Professional Mentor

Excellent 200 hours classroom learning experience

Academic credit for a minimum of 3 months internship upon mutual consent of both *The City School* and university

Guaranteed preparation for entry into job market

Successful internees await the following:

Guaranteed Internship package

Employment offer

Recommendation to *The City School* training programmes

Internship certificate

