NU\_Co-op 02 [1/2]

**Co-op Student’s Job Offering Form**

**Naresuan University**

Dear President, Co-op Project of Naresuan University

 I would like to inform you that we have officially accepted co-op student(s) and offer the job position as detailed as follows:

**Name and details of the place of internship**

(In Thai) …………………………….………………….……..………………………………..…………………………………….…………………..……..

(In English) …………………………………………………….……………………….……………………………………..…………………………..……

Number ……………………………Building…………….…..………………………………………..…….Floor……………………..….……..…..

Road ……………………………….………Soi…………….…..………………………………….Sub-district …..……….…………..….……..…..

District ……………………………….………Province………….…..…………………………………. Postal Code …..……….…………..…

Country…………..……………..………….Telephone ………….….……………………Facsimile….………….….…………………………..

Email ………………………………………………..………………………..…………………………………………………………………………………….

Type of company/organization……………………………………………………….The amount of workers…………………..….

Name of manager of the organization…………………………………………………….……………………………………………………..

Position ……………………………………………….…………………………Division…….…………..………………………………………………...

In case you would like to cooperate with the organization, please contact

 ( ) Manager

 ( ) The following authorized person

Name-Surname ………………………………………………………..……………………………………………………………………..………………

Position ……………………………………………….…………………………Division…….…………..………………………………………………...

Telephone ………….….……………………………………..………………Facsimile….………………………...…….….………………………….Email ………………………………………………..………………………..…………………………………………………………………………………….

NU\_Co-op 02 [2/2]

**Job assignment/benefits and requirements of co-op student(s)**

Job areas needed……………………………………………….…….The amount of students………..…………………Position

(In case you would like to offer more than one positions, please add on an attached sheet.)

Academic capacities and skill requirements which students should have……………………………………………..

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**Job Position**………………………………………………………………………………………………………………………………………………..

**Job Description**..………………………………………………………………………………………………………………………………………..

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Working time……………………………………………………………..Hours/work

**During the co-op student’s internship, I would like to offer them benefits as follows:**

Payment ( ) No ( ) Yes…………………/day or …………………/month

Accommodation provided( ) No

( ) Yes, waived by place of internship

( ) No, paid by student……………………………/day/month

Surface transportation provided between place of internship and accommodation

 ( ) No

( ) Yes

( ) waived by place of internship

( ) paid by student……………………………/day/month

Other benefits (if any, such as food, uniform, etc.)…………………………………………………………………………………..

**Co-op student recruitment**

( ) Selected by place of internship ( ) Selected by Naresuan University

Signature ……………………………………………………….(Informant)

 (…………………………………………………….)

 Position ……………………………………………………….

 Date ………………………………………………………

**Please return with address and map of place of internship as attached sheet and return it to……(Faculty/Name/Telephone number)……..**