



Erasmus+



## ***Hermes Corporation***

### ***Introductory Work Placement Letter***

Dear participants,

We are looking forward to meeting you soon at Hermes Corporation LTD. Please find details of your work placement below.

Please be advised that these are subject to change depending on operations of the host organisation and also your capabilities and abilities.

Also, kindly be informed that on 18th of March you will be attending 8 hours of tutoring with Ms Patricia Estanqueiro 09h00 till 18h00 . Break between 13h00- 14h00.

On 23rd of March you will have a tour in the island. Between 10.00 and 12.00 you will visit Valletta and between 14.00 and 16.00 you will visit Mdina. Your coordinator, Nassia Papageorgiou will accompany and guide you.

| <b>COMPANY DETAILS</b> |   |
|------------------------|---|
| <b>COMPANY'S NAME</b>  | Mediatrix Dental Clinic   |
| <b>STUDENT NAME</b>    | Nouhaila Boumeziane - Aurora Domi - Rinesa Nesimi<br>&<br>Camilla Raccichini - Besmira Seferi |
| <b>ADDRESS</b>         | 7, Sanctuary Str, Ħaż-Żabbar, Malta   |

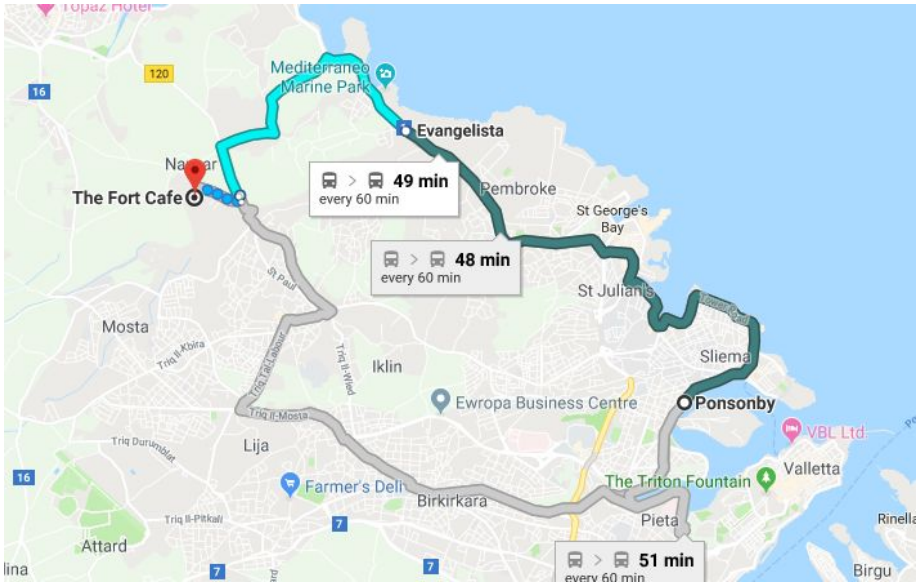
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| <b>WEBSITE</b>                               | <a href="http://mediatrixdental.com/">http://mediatrixdental.com/</a>  |
| <b>MENTOR</b>                                | Dr Christian Gauci   |
| <b>DESCRIPTION</b>                           | MEDIATRIX started as a small dental clinic more than 40 years ago, the dentist being Dr Vincent Gauci. The clinic is also one of the few on the island that can boast in having a 3D CBCT (3D xray machine) which makes Implant placement safer. |
| <b>DIRECTIONS TO GET TO WORK</b>             |  |
| <b>HOW TO GET TO WORK</b>                    | You can go to your workplace by taking a bus and it will take roughly 50 minutes.  |
| <b>WORK PLACEMENT INFO</b>                   |  |
| <b>INTRODUCTORY MEETING WITH THE COMPANY</b> | Your introductory meeting with the company is scheduled for 20th of March.   |

|                                    |  |
|------------------------------------|--|
| <b>DATE OF START OF INTERNSHIP</b> | Your first day of work will be on 20th of March, you will start after your induction meeting. On your first day of work you will be given your full timetable of hours. Note these are subject to change depending on arrangements with the host company.  |
| <b>DATE OF END OF INTERNSHIP</b>   | 12th of April 2019   |
| <b>WORKING HOURS</b>               | You will work a maximum of 7 hours a day. You will be made aware of lunch and break facilities at the host company during introduction.  |
| <b>ROLE WITHIN THE COMPANY</b>     | Dental Technicians   |
| <b>TASKS</b>                       | <p>These are some of the tasks that you may be required to undertake during your placement:</p> <ul style="list-style-type: none"> <li>• assisting in various dental appliances including bridges, crowns, dentures, dental braces and orthodontic appliances.</li> <li>• assisting in working to the prescription of the dentist for each patient.</li> </ul> |
| <b>DRESS CODE</b>                  | Medical wear uniform .   |

| <b>COMPANY DETAILS</b> |                |
|------------------------|----------------|
| <b>COMPANY'S NAME</b>  | Lepo Garage    |
| <b>STUDENT NAME</b>    | Michele Cecchi |

|                    |  |
|--------------------|--|
| <b>ADDRESS</b>     | Warehouse No 35, Hardrocks Industrial Park, Triq il-Burmarrad, NXR 6345 Naxxar, Malta                        |
| <b>WEBSITE</b>     | <a href="http://www.lepogarage.com/pages/home/home.html">http://www.lepogarage.com/pages/home/home.html</a>  |
| <b>MENTOR</b>      | James Armeni   |
| <b>DESCRIPTION</b> | Lepo Garage offer first class service and support when it comes to importing used cars from the UK to Malta. |

## DIRECTIONS TO GET TO WORK

|                           |  |
|---------------------------|--|
| <b>HOW TO GET TO WORK</b> | <p>You can go at work by taking a bus and it will take roughly 50 minutes.</p>  |
|---------------------------|--|

## WORK PLACEMENT INFO

|  |   |
|--|---|
| <b>INTRODUCTORY MEETING WITH THE COMPANY</b> | The introductory meeting is scheduled for the 21th of March.  |
| <b>DATE OF START OF INTERNSHIP</b>           | Your first day of work will be on 21th of March, you will start after your induction meeting. On your first day of work you will be given your full timetable of hours. Note these are subject to change depending on arrangements with the host company. |
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|                                  |  |
|----------------------------------|--|
| <b>DATE OF END OF INTERNSHIP</b> | 12th of April 2019   |
| <b>WORKING HOURS</b>             | You will work a maximum of 7 hours a day.<br>You will be made aware of lunch and break facilities at the host company during introduction.   |
| <b>ROLE WITHIN THE COMPANY</b>   | Mechanic   |
| <b>TASKS</b>                     | <p>These are some of the tasks that you may be required to undertake during your placement:</p> <ul style="list-style-type: none"> <li>• assisting in the repair, maintenance and operation of highway trucks, town vehicles, heavy and light equipment, small engines and related mechanical equipment.</li> <li>• communicating with clients.</li> </ul> |
| <b>DRESS CODE</b>                | Mechanical uniform.  |

| <b>COMPANY DETAILS</b> |   |
|------------------------|---|
| <b>COMPANY'S NAME</b>  | WJA Distributors  |
| <b>STUDENT NAME</b>    | Santini Samuele & Nicolas Paglialunga   |
| <b>ADDRESS</b>         | Dejma Road, Tarxien TXN 9035 Malta  |
| <b>WEBSITE</b>         | <a href="http://www.wjadistributors.com/">http://www.wjadistributors.com/</a>   |
| <b>MENTOR</b>          | Warren Attard   |
| <b>DESCRIPTION</b>     | <p>Established in 1995, WJA has since built itself a fine reputation for the high quality products and services it has been providing to the Maltese Market. As a leading enterprise WJA dedicated itself to becoming one of Malta's leading Tools and Machinery Importers &amp; Distributors-continuously investing in their products and services so as to ensure that their clients receive the best quality package possible.</p> |

| DIRECTIONS TO GET TO WORK                    |   |
|--|---|
| <b>HOW TO GET TO WORK</b>                    | <p>You can go to your workplace by bus that will take roughly 50 minutes.</p>    |
| WORK PLACEMENT INFO                          |   |
| <b>INTRODUCTORY MEETING WITH THE COMPANY</b> | Your introductory meeting is scheduled for 20th of March.   |
| <b>DATE OF START OF INTERNSHIP</b>           | Your first day in work will be on 20th of March, you will start after your induction meeting. On your first day of work you will be given your full timetable of hours. Note these are subject to change depending on arrangements with the host company. |
| <b>DATE OF END OF INTERNSHIP</b>             | 12 th April 2019  |
| <b>WORKING HOURS</b>                         | You will work a maximum of 6 hours a day.<br>You will be made aware of lunch and break facilities at the host company during introduction.  |
| <b>ROLE WITHIN THE COMPANY</b>               | Technical Assistant.  |
| <b>TASKS</b>                                 | <p>These are some of the tasks that you may be required to undertake during your placement:</p> <ul style="list-style-type: none"> <li>• assisting technician in repairing,maintaining and testing power tools.</li> </ul>                                |

|                   |   |
|-------------------|---|
|                   | <ul style="list-style-type: none"> <li>communicating with clients.</li> </ul> |
| <b>DRESS CODE</b> | Comfortable shoes and industry uniform.                                       |

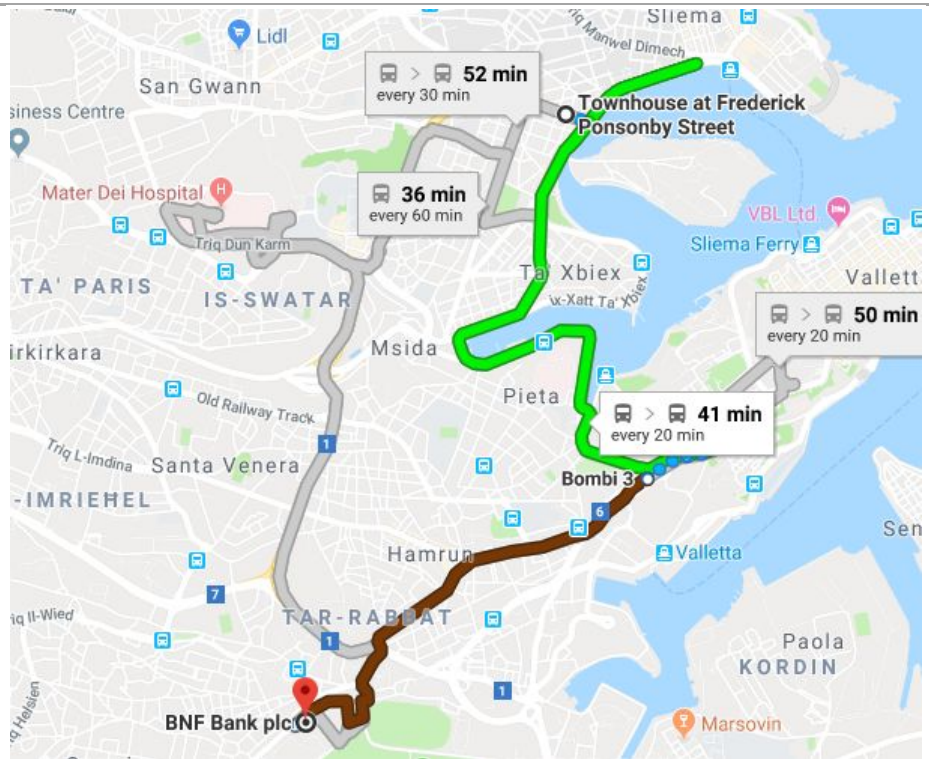
| <b>COMPANY DETAILS</b>           |  |
|----------------------------------|--|
| <b>COMPANY'S NAME</b>            | High Technology Dental Lab   |
| <b>STUDENT NAME</b>              | Alessia Callà  |
| <b>ADDRESS</b>                   | 17b, Ibrag Road L'Ibrag, SWQ 2034  |
| <b>WEBSITE</b>                   | <a href="http://www.htdl.com.mt/about.asp">http://www.htdl.com.mt/about.asp</a>  |
| <b>MENTOR</b>                    | Catalano Vincenzo  |
| <b>DESCRIPTION</b>               | <b>HTDL</b> is a visionary dental laboratory. In Malta they have excelled at creating the most satisfying results for our customers. They are committed to building teamwork between dental professionals and specialists through continuing education and detailed case planning assistance, resulting in the highest quality restorations. |
| <b>DIRECTIONS TO GET TO WORK</b> |  |
| <b>HOW TO GET TO WORK</b>        | You can go to your workplace by bus that will take roughly 20 minutes.   |

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| <b>WORK PLACEMENT INFO</b>                   |  |
| <b>INTRODUCTORY MEETING WITH THE COMPANY</b> | Your introductory meeting is scheduled for the 21st of March.  |
| <b>DATE OF START OF INTERNSHIP</b>           | Your first day of work will be on 21st of March, you will start after your induction meeting. On your first day of work you will be given your full timetable of hours. Note these are subject to change depending on arrangements with the host company.  |
| <b>DATE OF END OF INTERNSHIP</b>             | 12st of April 2019   |
| <b>WORKING HOURS</b>                         | You will work a maximum of 7 hours a day.<br>You will be made aware of lunch and break facilities at the host company during introduction.   |
| <b>ROLE WITHIN THE COMPANY</b>               | Dental Technician.   |
| <b>TASKS</b>                                 | <p>These are some of the tasks that you may be required to undertake during your placement:</p> <ul style="list-style-type: none"> <li>• assisting in various dental appliances including bridges, crowns, dentures, dental braces and orthodontic appliances.</li> <li>• assisting in working to the prescription of the dentist for each patient.</li> </ul> |



|                   |                   |
|-------------------|-------------------|
| <b>DRESS CODE</b> | Medical uniform . |
|-------------------|-------------------|

| <b>COMPANY DETAILS</b>           |  |
|----------------------------------|--|
| <b>COMPANY'S NAME</b>            | AtoZ Electronics   |
| <b>STUDENT NAME</b>              | Nevolnicu Emil Ionut - Monteneri Andrea<br>&<br>Mattia Barrella  |
| <b>ADDRESS</b>                   | Qormi Outlet<br>PAVI Shopping Complex, Manwel Dimech Street, Qormi, QRM 9061   |
| <b>WEBSITE</b>                   | <a href="http://atoz.com.mt/">http://atoz.com.mt/</a>  |
| <b>MENTOR</b>                    | Marvin Sammut  |
| <b>DESCRIPTION</b>               | AtoZ Electronics and Compleet IS firmly believes in offering a holistic approach to its customers by actively working in partnership with it's customers and offering a wide range of quality products and services. |
| <b>DIRECTIONS TO GET TO WORK</b> |  |
| <b>HOW TO GET TO WORK</b>        | You can go to your workplace by bus that will take roughly 50 minutes.   |



## WORK PLACEMENT INFO

|  |   |
|--|---|
| <b>INTRODUCTORY MEETING WITH THE COMPANY</b> | Your introductory meeting is scheduled for the 22nd of March.   |
| <b>DATE OF START OF INTERNSHIP</b>           | Your first day on work will be on 22nd of March, you will start after your induction meeting. On your first day of work you will be given your full timetable of hours. Note these are subject to change depending on arrangements with the host company. |
| <b>DATE OF END OF INTERNSHIP</b>             | 12st of April.  |
| <b>WORKING HOURS</b>                         | You will work a maximum of 7 hours a day.<br>You will be made aware of lunch and break facilities at the host company during introduction.  |
| <b>ROLE WITHIN THE COMPANY</b>               | Technical Assistant.  |
| <b>TASKS</b>                                 | These are some of the tasks that you may be required to undertake during your placement: <ul style="list-style-type: none"> <li>● assisting technician in repairing, maintaining electronics and electrical appliances.</li> </ul>                        |

|                   |   |
|-------------------|---|
|                   | <ul style="list-style-type: none"> <li>communicating with clients.</li> </ul> |
| <b>DRESS CODE</b> | To be sent this information soon.   |

| <b>COMPANY DETAILS</b>           |  |
|----------------------------------|--|
| <b>COMPANY'S NAME</b>            | 3 Repairs  |
| <b>STUDENT NAME</b>              | Castelli Alessandro Francesco & Moriconi Veronika                                  |
| <b>ADDRESS</b>                   | 3 Group, Office E103, The Hub Business Centre<br>Triq San Andrija San Gwann. Malta |
| <b>WEBSITE</b>                   | www.3group.eu  |
| <b>MENTOR</b>                    | Dario Azzopardi :CEO   |
| <b>DESCRIPTION</b>               |  |
| <b>DIRECTIONS TO GET TO WORK</b> |  |
| <b>HOW TO GET TO WORK</b>        | You can go to your workplace by bus that will take roughly 30 minutes.             |

