



NOSI AKADEMIYA

## REMUNERATED AND SUPERVISED INTERNSHIP FOR YOUNG GRADUATES

**APPLY NOW!**



**DEADLINE,  
OCTOBER 20**

# **Term of Reference – TOR**

## **Internship Announcement – Tender n° 002/2022**

### **1. Framework**

NOSiAkademia is a professional internship program designed by NOSi, which aims to empower and strengthen the skills of young graduates, encourage digital entrepreneurship and promote the integration of these young people in the labor market.

Its main valences are certification, jumpstart and pre-incubator Ticseed and it is framed within NOSi's mission to lead the digital transformation in the public sector, to improve the lives of citizens and promote innovative collaborations between companies.

The integration of the trainees in NOSiAkademia is done according the internal needs for skills incubation, previously identified by the NOSi's directorates and projects areas, as well as the partner entities.

The admission tenders will be held every 06 months, targeting young graduates and long-term unemployed. The internship program is supervised, remunerated and with a semester's duration.

Vacancies for the placement are awarded through a public tender. It is published in newspapers, radio, television, social networks, websites (NOSi and NOSiAkademia), polytechnic institutes and universities.

### **2. Project Justification**

Aimed at training and qualifying recent graduates to meet the requirements of the labor market, based on principles of meritocracy and equal opportunity, NOSi-EPE in partnership with DGE, UC-SNQ, PRÓ-EMPRESA and IEFPP, with the financial support of DGE, developed the Professional Internship Program for Innovation and Technology, PEP-IT, implemented by NOSiAkademia, to address professional gaps of the ICT sector, aligned to market needs, in the midst of a strong technological transformation

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### 3. Objet –Trainees Recruitment

This Term of Reference aims to recruit trainees under the Professional Internship Program for Innovation and Technology (PEP-IT), as follows:

<b>Tender Edition 002/2022</b>	
<b>Publish date</b>	4 October 2022
<b>Application Submission Deadline</b>	20 October 2022
<b>Expected Start Date</b>	November 2022
<b>Number of vacancies</b>	96 (ninety-six)
<b>Internship Location</b>	Praia, Cabo Verde

### 4. General Provisions

Mandatory conditions for participation in the selection procedure are:

- a. Hold at least an undergraduate degree (completed undergraduate degree) or to complete the final course work, as long as they present a duly accredited statement from the University/Institute confirming the conclusion of teaching part.
- b. Applicants must not be older than 35 years at the time of submission of the online application;

#### 4.1. Internship and Remuneration Regime

- a. Internship Location:
  - NOSi EPE – Várzea, Av. Cidade de Lisboa;
  - NOSiAkademia –Várzea, Av. Cidade de Lisboa;
  - Data Center – Achada Grande;
  - Partner Facilities.
- b. Working hours: Monday to Friday from 08h00 to 17h00;
- c. Remuneration: Internship scholarship under the PEP-IT, amounting 20.000 CVE per month;
- d. Internship duration:

➤ 06 (six) months<sup>1</sup>

#### 4.2. Mandatory documentation required for the application

- a. Updated Curriculum Vitae;
- b. Motivation letter;
- c. Degree Completion Certificate or Statement confirming the conclusion of teaching part;

#### 4.3. Procedure for submitting application

The application must be made solely and exclusively through the NOSiAkademia website ([www.akademia.nosi.cv](http://www.akademia.nosi.cv)).

- a. Documents must be submitted through the website;
- b. Upon registration, applicants will receive an email notification confirming their applications.
- c. Candidates who are already registered on the platform, will have associated an ID (registration number) that will serve for the submission of the new application, through the option "nha dossiê", available on the website. It will only be necessary to submit the registration number and update the information, if is applicable.

#### 4.4. Pre-selection, NOSiteste and Interview

- a. Shortlisted applications will undergo an Exam (NOSiteste), to be administered nationally, on the same day and at the same time.
- b. If the applicant is selected to the next step, they will be interviewed in person, via Microsoft Teams or other media outlet, if they are located outside the of Santiago island.
- c. After the approval at the interview stage, the candidate will be guided by e-mail and/ or telephone, regarding the deadlines and documents required for signing the Term of Commitment and Internship Contract.

If have any question, please send an e-mail with the reference/subject: **NOSiEstagio\_002/2022**, to the address [nosiestagio@nosi.cv](mailto:nosiestagio@nosi.cv).

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<sup>1</sup> The internship period may be 12 months if the candidate is selected by the international partner entity.

## 5. Expected Results

The best-placed candidate, with the highest score on the test, will proceed to the final stage of the interview and, if approved, will be admitted to the program. If withdrawal, a replacement list will be enabled.

**Note:** Those who fail to reach the minimum required in the test are not included in the serial list (minimum 33% of the total score).

## 6. Application Requirements

The selected candidates will be allocated in the functional areas and of interest to NOSi or framed in the Research and Development Projects of Partner Entities, under the jumpstart initiative:

Internship Areas	
<b>Technologies</b>	<ul style="list-style-type: none"> <li>• Networks and Access Communication Directorate;</li> <li>• Securities and Compliance Directorate;</li> <li>• Data Center Management;</li> <li>• NOSiGIS Project Área;</li> <li>• NOSiCloud Operations Directorate (DON);</li> <li>• Agile Project Management for Government (APMG);</li> <li>• Innovation &amp; Development Directorate (DID);</li> <li>• IT Service Management Directorate</li> </ul>
<b>Management and related</b>	<ul style="list-style-type: none"> <li>• Finance Planning and International Relations Directorate (DFPRI);</li> <li>• Customer Experience Management Directorate (CXM);</li> <li>• Strategy, People and Organization Directorate (EPO)</li> </ul>

## **7. Required Profiles**

### **7.1. Profile for Technological areas**

Graduate degree in IT, Telecommunications Engineering, Computer Engineering, Computer Science, Computer Engineering, Engineering Geographic Information Systems, Mechanical Engineering, Management Informatics, Statistics and Information Management, Mathematics, Secure Computing, cyber security and/or related areas;

### **7.2. Profile for Management and Related Areas**

Graduate degree in Accounting, Management and/or Financial Management, Commercial Management, Marketing, Graphic Design, or related areas;

## **8. Important aspects to retain:**

- a. Preference order: candidate who have the same grade are sorted by age (youngest first);
- b. Withdrawals: candidates who withdraw, after being selected and going through all steps, are excluded from participating in the next editions;
- c. Methodology of the Internship:
  - ✓ Hybrid (Onsite and Remote);
  - ✓ On Job, meaning, that it ensures that the trainee is inserted in the company's routines, following its daily operations, familiarizing with the organizational environment in which is inserted.;
  - ✓ Learning necessarily results from problems and challenges, and being a more practical stage ensures the acquisition of new knowledge and greater skills;
  - ✓ Challenges and problems should be addressed in groups;
  - ✓ Opportunity to learn and apply knowledge under the guidance of a qualified mentor.