# Internship

## Requirements

* Operate in a field that requires relevant engineering skills
* Employ at least one engineer or employee having similar skills
* Offer a company supervisor with relevant engineering skills, who will guide you during your internship
* Help organise your internship period
* Be open to a visit by/skype meeting with the VIA supervisor during the internship

## Assignments during internship

* Company presentation
* Logbook
* Report’s on major tasks incl. Reflections
* Presentation of work placement to future interns

## Timeline

Diagram

Description automatically generated

## Approving internship timeline

1. Register internship
2. Approvement by internship coordinator
3. Agreement will be sent to to the company
4. Approvement by internship company
5. VIA supervisor will be assigned to me

## Internship Agreement

Text, timeline

Description automatically generated

## Questions

How many holidays? Most likely no

How many days in advance for announcing holidays? – Most likely no holidays

Accomondation suggestions? – Facebook groups

Internship in Austria has holidays? – Most likely no for interns

Work permit and residence? – Not really, just register the stay

Insurance?

Salary? 2500

Taxes? <https://www.academics.com/guide/income-tax-austria> - Most of it tax free and a 4k is taxed 25%

## Starting date on contract and actual

Together with Moritz, we ended up in a conclusion that it wont be possible for me to have holidays. Therefore the contract starting date should be the actual starting date.

## Moving to Austria

<https://www.expatica.com/at/moving/relocation/moving-to-austria-90363/>

## Work Permit

Graphical user interface, text

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## Registering stay

Graphical user interface, text, application

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Meldzettel

<https://www.google.at/url?sa=t&rct=j&q=&esrc=s&source=web&cd=1&ved=0ahUKEwiR3tLlu4PVAhXDvRQKHaNGCqcQFggmMAA&url=https%3A%2F%2Fwww.help.gv.at%2FPortal.Node%2Fhlpd%2Fpublic%2Fresources%2Fdocuments%2Fmeldez.pdf&usg=AFQjCNE62b3CmhMINfbSmeCTwqHBtZnwng&cad=rja>

## Insurance

?

## Contract

Start – 4.7.

End - 31.12.

Duties – agile DevOps, development of desktop applications using Electron or cloud infrastructure

Place of work – Salzburg

Paid business trips

Salary – Austrian bank account

Holidays – Accoring to Paid Holidays Act – 27 days per year – 13 holidays per half a year

Working hours – 38.5 weekly

#### Contract questions

In contract it says that the salary will be send to the austrian account. Should I create one or is it okay to keep Revolut?

Am I elegible to get holidays? I have read this:

„The amount of vacation shall result from the Paid Holidays Act and the applicable collective bargaining agreement. The holiday year is the calendar year. The pro rata regulations according to Sec 2 Para 4 Paid Holidays act are agreed.“

„Pro-rata“ means in proportion. Does that mean I am elegible to half a year holidays?

The „Urlaubsgesetz“ says that I am eligible for holiday after half year – that is another rule that I am not fulfilling.



Employee details document - TODO

Graphical user interface, application

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## Taxation

Taxation: <https://www.academics.com/guide/income-tax-austria>

In total: 15000

|  |  |  |
| --- | --- | --- |
| 11000 | 0% | 11000 |
| 4000 | 25% | 12000 |
| Total | 13.3 | 13000 |