



## Internship at the Permanent Mission of Switzerland to the OSCE

The Permanent Mission of Switzerland to the OSCE, the United Nations and the International Organizations offers one remunerated internship position (“Praktikum”) to a suitably qualified candidate in the **OSCE-Team of the Permanent Mission**.

The purpose of this academic internship is to offer recent graduates an opportunity to become acquainted with different facets of a career in diplomacy, and to get to know a major regional organization, the Organization for Security and Cooperation in Europe.

The vacant internship position is full-time (40 hours per week) and runs for a minimum of 4, and a maximum of 6 months. The expected starting date of this position is Tuesday, 1 September 2015.

### The successful candidate must:

- ✓ be a Swiss citizen, or be a non-Swiss citizen with legal residence in Switzerland;
- ✓ possess excellent written and spoken communication skills in English as well as a passive command of French;
- ✓ speak and write fluently at least one of the official languages of Switzerland;
- ✓ be enrolled in, or have completed, a university-level program in economics, political science, international relations, law or humanities;
- ✓ have completed the last degree within one year before the beginning of internship (Up to 12 months of additional time can be allowed for non-work related stays abroad, civilian service and maternity leave);
- ✓ not have completed more than 12 months of cumulative internship experience since first graduating from university – including the 6 months of this internship in Vienna;

### Optional skills and competences:

- ✓ a general interest in international politics with a strong knowledge of current affairs;
- ✓ a specific interest in European relations and Swiss-OSCE relations;
- ✓ the ability to quickly familiarize themselves with new and complex topics;
- ✓ the adoption of an independent way of working;
- ✓ perform well in different organizational settings in a dynamic and at times hectic international working environment;
- ✓ the ability to communicate with external partners in person and on the phone;
- ✓ skills for planning and organizing functions and events (as and when required).

Please send your **complete application** to [vim.vertretung@eda.admin.ch](mailto:vim.vertretung@eda.admin.ch) by **10 June 2015** at the latest, addressed to Minister Guillaume Scheurer. **Interviews** by telephone or Skype with short-listed candidates only will be held **in week 25**, starting 15 June 2015.

Applications can be submitted in English or in one of the official languages of Switzerland. Receipt of the application will be acknowledged. You may use the same e-mail address for queries and comments.