



Job Opportunity

Traineeship 2019:

Embassy of Switzerland in Japan, Science & Technology Office Tokyo

The Science & Technology Office Tokyo is offering a traineeship for **6 months at the Embassy of Switzerland** in Japan, ideally starting **March 1, 2019**. This provides an opportunity to gain valuable experience in the challenging world of science policies, bilateral collaborations, and scientific intelligence.

We seek:

- Excellent skills in English and computer, and a flair for graphic design (Adobe suite)
- University graduate with a strong interest in science, technology, innovation & start-ups
- Proactive and open-minded personality, independent worker
- Japanese language skills are preferred

Condition:

- Graduation (BA or Master) from university after 01.03.2018
- Past traineeships do not exceed 6 months in total

We offer:

- Responsible involvement in projects and tasks
- Main fields: Events & reports related to S&T, start-ups, as well as bilateral scientific relations
- Close cooperation with the other members of the Science & Technology Office Tokyo
- International work environment with office in the Embassy
- Limited monthly pay

Interested?

If you are a **Swiss citizen** or educated in Switzerland and your profile matches the above skill set, please send a motivation letter and CV (both in English) with a picture to Science & Technology Office Tokyo: tok.science@eda.admin.ch

Application Deadline: December 31, 2018