



Schweizerische Eidgenossenschaft
Confédération suisse
Confederazione Svizzera
Confederaziun svizra

Die Schweizerische Botschaft in Skopje sucht:

Hochschulpraktikant/in Schweizerische Botschaft in Skopje

100% Skopje

The intern will mainly support the Ambassador and the Deputy Head of Mission in their activities. He/she will have the possibility to learn and gain experience in different fields related to the activities and competencies of the Embassy.

Ihre Aufgaben

- 1. Political analysis
Monitoring of specific topics (e.g. ongoing political reforms, European policy of the country, human rights, economy) and drafting of analytical reports.
- 2. Participation in/reporting on meetings/conferences
Participation in weekly OSCE meetings and ad hoc conferences/presentations on specific topics.
- 3. Support to international cooperation activities
Ad hoc support to program team in the field of international cooperation SDC/SECO, e.g. review of project proposals, drafting of speeches for the Ambassador in the framework of the programme, field visits, organisation of internal workshop, reporting, etc.
- 4. Support to the communication activities of the embassy, in particular organisation of events such as Francophonie, Swiss national day, Swiss supported conferences, etc.

Ihr Profil

- Master in Political Sciences, International Relations and similar
- Fields of study: Political Science, International Relations, International law, Economics, etc.
- Conceptual and analytical skills
- Interest for political topics and international cooperation
- Good communication skills, fluent in English

Kontakt:

Für weitere Informationen wenden Sie sich bitte an:

Frau Ana Srbinovska
Assistentin der Missionschefin
Tel. +389 2 310 33 00
E-Mail: skopje@eda.admin.ch

Bewerbungsfrist: 16.11.2023
Stellenantritt: 01.02.2024
Stellenbefristung: 31.07.2024 (keine Verlängerungsmöglichkeit)

Informationen zum Arbeitgeber

As the official representation of Switzerland, the Embassy covers all matters concerning diplomatic relations between the two countries. It represents Swiss interests in the areas of political, economic, financial and legal affairs. The Embassy also supports the political, social and economic transition of North Macedonia through its comprehensive Cooperation Programme.

Zulassungsbedingungen

Bitte beachten Sie die [Zulassungsbedingungen der EDA-Hochschulpraktika](#). Die darin vermerkten Auflagen müssen zwingend erfüllt sein.

Die Bundesverwaltung achtet die unterschiedlichen Biografien ihrer Mitarbeitenden und schätzt deren Vielfalt. Gleichbehandlung geniesst höchste Priorität.

Ihre Bewerbung wird spätestens 90 Tage nach Bewerbungsabschluss gelöscht.