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## ACADEMIC INTERN

100% | Dar es Salaam, Tanzania

The Embassy of Switzerland in Tanzania is offering a full-time internship starting from September 01, 2024 (minimum 6 months, maximum 12 months). Working alongside the Head of Mission and the Head of Cooperation, the Academic Intern has a unique opportunity to gain hands-on experience in foreign affairs. As a direct support to the Management, the candidate will cover political, human rights and cooperation issues and operations, as well as trade and economic matters.

### Your tasks

Monitoring and analysis of, and reporting on political, social (incl. human rights), security and economic developments in Tanzania and the East African Community (EAC) on a monthly or ad hoc basis.

Perform ad hoc researches on the country's political, social and economic developments and draft relevant documents.

Participate in the conception and realisation of diverse events and meetings.

Attend meetings, conference and seminars; report thereon; ensure appropriate follow-up

Coordinate the Embassy "Peace and Human Rights Small Actions" portfolio

Provide support to the Management in engaging with various stakeholders

### Profile

Swiss citizen

Master degree in political science, economics, international relations, law, history or a related field (incl. from University of Applied Sciences)

Demonstrated interest in Swiss foreign policy, international cooperation and diplomacy

Willingness to work in a challenging working environment, in particular openness to new cultures

Efficient and analytical working style, political instinct and can-do attitude

Excellent editorial skills in one official language, good knowledge of at least one second official language, excellent command of spoken and written English; knowledge of Kiswahili is an advantage

First professional experience during or after studies is an advantage

Important: the university degree must not have been obtained more than 12 months prior to the start of the academic internship

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## CONTACT

For further information, please contact Mr. Patrick Duport, Head of Personnel: [patrick.duport@eda.admin.ch](mailto:patrick.duport@eda.admin.ch).

Your complete and up-to-date application dossier (CV, letter of motivation, work certificates and university diploma) should be sent electronically to [daressalaam.jobapplication@eda.admin.ch](mailto:daressalaam.jobapplication@eda.admin.ch).

*Application deadline: 28.04.2024*

*Starting date: 01.09.2024*

*Fixed term: 6 months; renewable for 6 months*

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## ADMISSION REQUIREMENTS

Please note the [admission requirements of the EDA university internships](#).

The Federal Administration respects the different biographies of its employees and values their diversity. Your application will be deleted no later than 90 days after the application deadline.

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## ABOUT THE EMPLOYER

The [Embassy of Switzerland in Dar es Salaam](#), as the official representation of Switzerland in Tanzania, covers all areas of diplomatic relations. It represents Swiss interests in the fields of politics/policy, economy, environment, transport & energy, science, education and culture and analyses developments in Tanzania that are relevant for Switzerland. The Embassy supports general cooperation between Switzerland and Tanzania at all levels.