



If you'd like to work in an international company, if you're looking for a varied professional career, like speaking English and enjoy working with other cultures, this apprenticeship is ideal for you.

**What's so special about this international apprenticeship?**

You'll have an opportunity to work in internationally oriented companies with offices across the globe. You'll gain an insight into the global business world and get to explore different cultures. Communication will be conducted through German and English in your host company.

You'll attend intensive courses in English and can take part in language-learning trips. You'll complete your industry course and qualification procedure through English or German. The program aims to provide an internationally recognized language certificate.

**Education and training with the bildxzug network**

bildxzug is your apprenticeship contract partner. It provides you with support and guidance throughout the apprenticeship, and organizes the following for you:

- participation in industry courses
- host company placements
- and more

**Education and training directly in the host companies**

The host company is your apprenticeship contract partner. It provides you with support and guidance throughout the apprenticeship, and organizes the following for you:

- participation in industry courses
- host company placements
- and more

**VET school**

School education at the VET school is also possible with the Federal Vocational Baccalaureate. You attend the commercial training center for two days a week on average.

## Commercial apprenticeship (Federal VET Diploma in Commerce)

### Tasks

Commercial employees create documents, conduct mail correspondence or provide support to customer service departments. Other interesting tasks include researching prices and information, supporting the marketing and HR departments, compiling quotations, and being part of the purchasing and selling of goods. During your Commercial apprenticeship, you'll help with accounting, work on the reception desk, plan and organize meetings, events, trade fairs and business trips etc. Over the course of your apprenticeship, you'll become familiar with the global market and gain valuable experience.

### Course duration

3 years

### Sector

This apprenticeship is completed in the Services & Administration sector

### Qualifications

Kauffrau/Kaufmann EFZ\*

In English: Federal VET\*\* Diploma in Commerce

There is an additional note attached to the Diploma detailing the special achievements over the course of the VET program.

### Requirements

You must have completed your secondary education with good marks, have a real interest in languages (and English in particular), foreign cultures and international commerce. We are looking for people who: Have good organizational skills, good oral and written German, English and French, enjoy working with computers, are quick to learn, reliable, able to work on their own initiative, have a flair for numbers and enjoy dealing with customers.

### Industry courses at igkgzug-uri

You can attend an industry course in German or English.

### VET school

Commercial training center in Zug (KBZ)

## Informatikerin/Informatiker EFZ

### Tasks

Federal VET\* Diploma in Information Technology graduates do a wide range of jobs. They set up networks, maintain workstations, develop software or provide assistance to customer support services. They write programs, develop databases or web applications. They also implement and test software and hardware and ensure they operate correctly.

### Course duration

4 years

### Specialisms

Application development or systems technology

### Qualifications

Informatikerin/Informatiker EFZ\*

Application development or systems technology

In English: Federal VET\*\* Diploma in Information Technology

There is an additional note attached to the Diploma detailing the special achievements over the course of the VET program.

### Requirements

You must have completed your secondary education with good marks in math, physics and natural sciences, have the capacity for logical and abstract thinking, focus, the ability to work in a team, and have an interest in technology in general. A well-developed ability to express yourself orally and in writing, a love of foreign languages (and English in particular), the ability to learn quickly and work systematically are also important.

### Industry courses at Roche Diagnostics International AG

Comprehensive, hands-on vocational and educational training in IT with advanced project work in German or English in Year 1.

### VET school

Zug Commercial and Industrial Training Center (GIBZ)

\*EFZ = Swiss Federal Diploma

\*\*VET = Vocational education and training