



Internship in the armasuisse Washington D.C. Office

The Embassy of Switzerland and the Swiss Federal Office for Defence Procurement armasuisse are currently offering a full-time (40 hours per week) internship in the armasuisse Washington Office for 6 months, from either **September 1, 2024 – February 28, 2025 and March 1, 2025 – August 31, 2025**. **The remuneration for this position is USD 3,200 per month (gross salary).**

This internship offers a **unique opportunity** to learn more about the current developments in U.S. security and defense technology. This internship also offers a first-hand experience of international relations in one of the most important capitals.

The armasuisse Washington office at the Embassy is the Swiss liaison office between the Swiss Federal Office for Defence Procurement (armasuisse incl. its Science & Technology branch) and the responsible counter parts within the U.S. Department of Defense (DoD) and the U.S Defense Industry. Defense technology development occurs in an ever-higher pace, in particular in the field of unmanned and autonomous systems incl. artificial intelligence, machine learning and communication thereof. Therefore, the armasuisse Washington office offers an internship to study the ongoing developments of related technologies.

The armasuisse mission in Washington D.C is four-fold:

- Support the armasuisse project management in the procurement off all defense technology procured in the United States by interacting with the local DoD counterparts
- Facilitate defense science cooperation/projects between armasuisse and the DoD science community
- Technology scouting and reporting of technological developments in US defense
- Ensure compliance with end user obligation and transfers of Swiss owned US defense equipment

The ideal Candidate brings:

- specific interest in the field of technologies used for uncrewed and autonomous systems and its communication for defense application
- an ability to quickly grasp new concepts and orientate oneself in unfamiliar areas;
- an ability to write scientific reports about new technologies in English
- an ability to professionally represent armasuisse at various events;
- social intuition, a healthy dose of emotional intelligence and a positive attitude;

Candidate must:

- be a Swiss citizen;
- have a technical education (Science, Technology, Engineering and Mathematics; STEM);
- have a desire to conduct research, write reports on defense technology related subjects and work in a small dynamic team;
- have good communication skills to reach out to mostly external partners;
- possess excellent written and spoken communication skills in English;
- speak and write fluently German, or French or Italian, with passive knowledge of at least one other official language;
- not have graduated more than one year before beginning internship;
- not have completed more than 12 months of cumulative internship experience in the Federal Administration since first graduating from a university or a university of applied sciences – including the 6 months of this internship in Washington D.C.

All applicants must submit the following documents in one single PDF document – not to exceed 5 MB:

- curriculum vitae (in English)
- motivation letter (in English)
- diploma and / or transcript from current university
- any certificates of internship or employment

The Embassy of Switzerland offers internships in various departments, but **please apply to one announcement only**. In order to process your application in a timely manner, please write in the email subject line your “*LAST NAME, First Name, Internship in armasuisse Washington Office*”. Please understand that due to the number of applicants **you will not be contacted by the Embassy** unless you have been selected for an interview. Any interviews will be conducted no later than 3 weeks after the submission deadlines stated above.

Send application package to: washington.praktikant@eda.admin.ch

Application Deadlines:

For the period from September 1, 2024 – February 28, 2025:

April 30, 2024

For the period from March 1, 2025 – August 31, 2025:

October 31, 2024