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# OSA advice

*I'm planning to return to Switzerland and to look for a job there. What advice and information can you give me?*

As a Swiss citizen you can work in Switzerland without the need for a permit. If you wish to apply for jobs in Switzerland, you should be aware that submitting a CV is generally not enough. Swiss employers expect a full application. That includes a letter of application specific to the job, a CV with a photograph as well as references of employment and copies of qualifications.

The State Secretariat for Economic Affairs (SECO) publishes brochures containing valuable advice on this topic on its website.

There are no official rules on the translation of documents, such as degree certificates or other qualifications. If a document might be important in determining whether or not you are offered a job, it may be worth enclosing a translation in one of the national languages.

The Consular Directorate (CD) of the Federal Department of Foreign Affairs (FDFA) provides a special service for the Swiss Abroad for the job search itself where it forwards job applications to the cantonal employment offices for the attention of the regional job centres in your preferred regions. Here your application is made available to any interested employers.

A list of links to job sites and employment offices can be found on the website of the Organisation of the Swiss Abroad.

As soon as you are registered in Switzerland and have your permanent residence here, your local employment office can also help you to look for jobs.

SECO: [www.treffpunkt-arbeit.ch](http://www.treffpunkt-arbeit.ch) > Publikationen > Bewerbungen

Consular Directorate: [www.eda.admin.ch](http://www.eda.admin.ch) > Living abroad > returning to Switzerland > Seeking employment in Switzerland

Organisation of the Swiss Abroad: [www.aso.ch](http://www.aso.ch) > Consultation > back to Switzerland > how to find a job

## OSA LEGAL DEPARTMENT

OSA's Legal Department provides general legal information on Swiss law, in particular in the areas that concern the Swiss Abroad. It does not provide information on foreign law and does not intervene in disputes between private parties.

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[www.revue.ch](http://www.revue.ch)

CHANGE OF ADDRESS: Please advise your local embassy or consulate. Do not write to the editorial office in Berne.



## Youth Service offers

The Youth Service again has a wide range of offers for young Swiss Abroad this year.

### Easter camp in Saas Grund (19/3 to 27/3/2016)

The snow-covered Swiss mountains are always an attraction and there is no shortage of them in Saas Fee! A week of winter sports in one of Switzerland's best-known and largest ski resorts awaits you. In addition to skiing and snowboard lessons, we also provide a highly diverse fringe programme. There are still some places left!

### German courses in Zurich (11/7 to 22/7/2016 or 8/8 to 19/8/2016) / French course in Biel (11/7 to 22/7/2016)

The German or French lessons take place in the morning. We then organise a wide range of activities during the afternoon. This allows you to gain a closer insight into Switzerland and its people and culture. You can organise your free time independently with your host family or new friends.

### The OSA is celebrating its 100th anniversary and we're joining in!

From 22/7/2016 (day of arrival with optional programme) to 7/8/2016, four spectacular anniversary camps are taking place, all of which have the same final destination – Berne. The groups will set off from four different national borders:

**THE GREAT OUTDOORS:** Do you love the countryside and feel at home outdoors? A two-week adventure in natural surroundings awaits you.

**CULTURE, HISTORY AND POLITICS:** Interested in finding out about your roots? Here you will learn about Swiss history and its traditions.

**SIGHTSEEING CHALLENGE:** Do you find New York too big and Bangkok too hectic? No problem, you'll love the Swiss cities and the related challenges.

**SPORT AND LEISURE TIME:** Are you familiar with the traditional summer camps and looking forward to another one? Then this is the right place for you.

At the end, all four camp groups will meet up on the Bundesplatz to enjoy the anniversary celebrations and really let themselves go.

### Further Youth Service offers

**DISCOVER SWITZERLAND:** Organise your two-week stay in Switzerland as you wish and live with a welcoming host family.

**SWITZERLAND AS AN EDUCATIONAL CENTRE:** Spend two weeks finding out more about the education system in Switzerland visiting educational institutions and talking to students.

**SPRINGBOARD:** educationsuisse and the Youth Service will provide you with support in planning and starting a training programme in Switzerland. You will stay with a host family for a period of three to six months.

Further details: [www.swisscommunity.org](http://www.swisscommunity.org) > Youth or at [youth@aso.ch](mailto:youth@aso.ch) / Tel. +41 31 356 61 00