

The Vocational Education & Training (VET) at Roche.

Learning. Future. Roche.



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Plus points for apprentices. A future for health.

Important changes are on the horizon. Your transition into the professional world is an important event and marks the start of your individual career path. F. Hoffmann-La Roche AG and our Vocational Training Department are a strong and experienced partner for you here.

Roche is shaping the future of medicine with innovative medicines and diagnostics for people with serious diseases. Talented, exceptionally well-trained and committed employees are the foundation for this. That is why Roche continuously trains more than 400 apprentices in 18 different professions at its sites in Basel/Kaiseraugst, Rotkreuz and Schlieren, Switzerland, thus securing the next generation of professionals. This represents a long-term commitment and a key investment in the future.

The training in each profession focuses on teaching the theoretical and practical skills you need to be able to successfully practice your future profession. But not only that: we place great emphasis on developing your social skills to help you really get the most out of your future profession in an ever-changing world, interacting with colleagues from other departments, areas and even countries.

In order to help you learn your profession as best as possible, Roche provides attractive workplaces where everyone feels valued and respected. Access to the latest technologies and state-of-the-art equipment is a matter of course for us.

After the successful completion of your apprenticeship, we will support you in your next career step. Some master the entry into the working world, others want to go to college or pursue personal plans. Our apprentices are very committed and enjoy their work, and play a very active role in shaping the start to their professional life. This opens up great prospects for their future.

Find out more, apply, and soon become part of Roche – we look forward to hearing from you!

The vocational training team

Innovations for research. Welcome to Roche!

Headquartered in Basel, Roche is one of the leading companies in the field of research-based healthcare.

Combining the strengths of its two business areas, Pharmaceuticals and Diagnostics, Roche is the world's largest biotech company developing differentiated medicines in oncology, immunology, infectious diseases, ophthalmology and neuroscience. The company strives for scientific excellence to develop medicines and diagnostic products that improve and save the lives of people around the world.

We are a pioneer in personalised healthcare and want to further transform how healthcare is delivered to have an even greater impact. To provide the best care for each person, we partner with many stakeholders and combine our strengths in Diagnostics and Pharma with real-world data insights.

Roche has been making important contributions to global health for 125 years, since the company was founded in 1896. The World Health Organization's list of essential medicines includes 24 medicines developed by Roche, including life-saving antibiotics, antimalarials, and chemotherapeutics.

In recognition of our endeavour to pursue a long-term perspective, Roche has been named one of the most sustainable companies in the pharmaceuticals industry by the Dow Jones Sustainability Indices for the second year in a row. Standards and services.

The Roche Group, headquartered in Basel, Switzerland, operates in more than 100 countries and employs over 100,000 people worldwide.

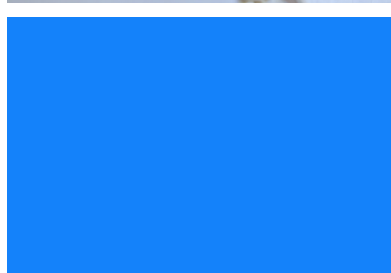
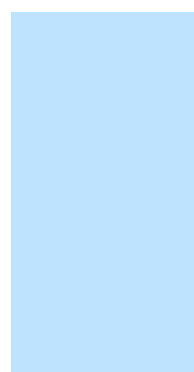
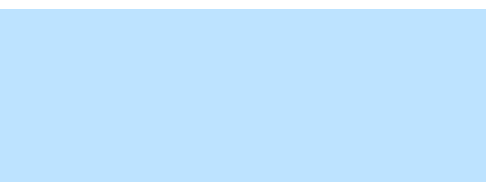
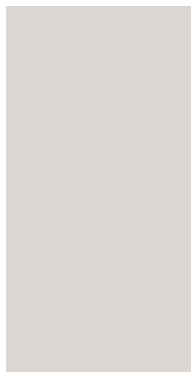
Genentech in the U.S. is fully owned by the Roche Group and Roche is the majority shareholder in Chugai Pharmaceutical, Japan.

Further information can be found at [roche.ch](https://www.roche.ch)

What is Vocational Training at Roche?

Vocational basic training serves as the essential bridge between mandatory schooling and the professional workforce. This training equips learners with specific trade skills, with a duration of either three or four years. During the apprenticeship the collaboration between three learning sites is essential: The workplace at Roche for practical application, the vocational school for theory, and the vocational training location. This comprehensive structure ensures that graduates possess the certified expertise required to succeed in the labor market.





Learning the future 15 times. Apprenticeships.

At Roche in Basel/Kaiseraugst, around 300 apprentices are developing into professionals who are in demand now and will continue to be in the future. Every year, around 100 new apprenticeships for motivated, ambitious young people become available in over 15 future-oriented professions with Federal VET Diploma.



Laboratory Technician, specialized in chemistry

Manufacture new molecules, analyse substances and mixtures, and use modern laboratory equipment. A profession for researchers and developers.



Laboratory Technician, specialized in biology

Develop new biological tests. Work with state-of-the-art equipment and measuring instruments, but also with the classic pipette. A profession for those interested in natural sciences who are fascinated by the processes of life.



Chemical and Pharmaceutical Technologist

Use chemical or biotechnological processes, manufacture active ingredients and finished drugs, and follow the corresponding production processes. A profession for the practically inclined with a lot of technical understanding.



Commercial Employee

Support extensive administrative work processes as well as initiate and process business transactions. A profession for agile team players, language and number lovers, as well as digital explorers.



Information Technologist

Plan, commission and maintain IT systems and develop and install new IT solutions. A profession for abstract-thinking problem solvers.



Mediamatics Technician

Develop digital content and create and maintain websites and social media channels. Integrate and visualize business and research data. A profession for creative analysts.



Automation Technician

Commission electrical equipment and correct faults. Redesign, build, program or adjust control systems. A profession for the versatile.



Plant and Apparatus Construction Technician

Construct pipe systems and equipment for chemical plants from sheet metal, profiles and pipes. A profession for makers with a lot of technical understanding.



Technical Designer

Develop, design, and document spare parts, assemblies, and tools for devices, machines, and systems. A profession for talented people with good spatial awareness.



Polymechanic Technician

Use different materials to manufacture components, fixtures and spare parts, and maintain and repair equipment. A profession for the precise.



ICT Technician

Installing, configuring, and maintaining computer systems. A profession for technically skilled all-rounders who value direct contact with people.



Architectural Draughtsperson

Convert architectural ideas into project and building plans and support construction projects during realisation. A profession for designers and planners.



Logistics Technician

Check incoming goods, record data, store, pick and deliver to customers on order. A profession for all those who wants to make a difference.



Medical Practice Assistant

Care for patients, perform routine and emergency measures and organize administrative tasks. A profession for helpful and sociable multi-talented individuals.



Animal Care Technician

Care for laboratory animals and take charge of their welfare. Monitor animals and implement hygiene measures. A profession for diligent individuals with good observation skills.



Information and Documentation Specialists

Manage data and media and research and share information. A profession for open-minded pragmatists with a sense of order.



Machine Operator

Setting up, operating, and maintaining packaging machines. A profession for technology enthusiasts with a passion for modern processes in the pharmaceutical industry.

Implement what you've learned right away. Modern training concept.

Roche trains according to the “triple training model”. Learning at the vocational training location, workplace and vocational school is the perfect combination of theory and practice. At the beginning of the course, there is a comprehensive introductory program that offers the best opportunities for getting started in any profession.



The three learning locations – the vocational training location, workplace, and vocational school – come together to form a whole: all partners work closely together to ensure that the goal of the final exam is achieved.

The vocational training location

In the training laboratory, training facility or training workshop, our apprentices acquire a basic education, deepen the specialist knowledge acquired during their vocational education and find out how it can be translated into practical work. Basic skills and techniques are systematically learned and practiced. The training facilities at Roche are regularly updated to ensure they remain state of the art.

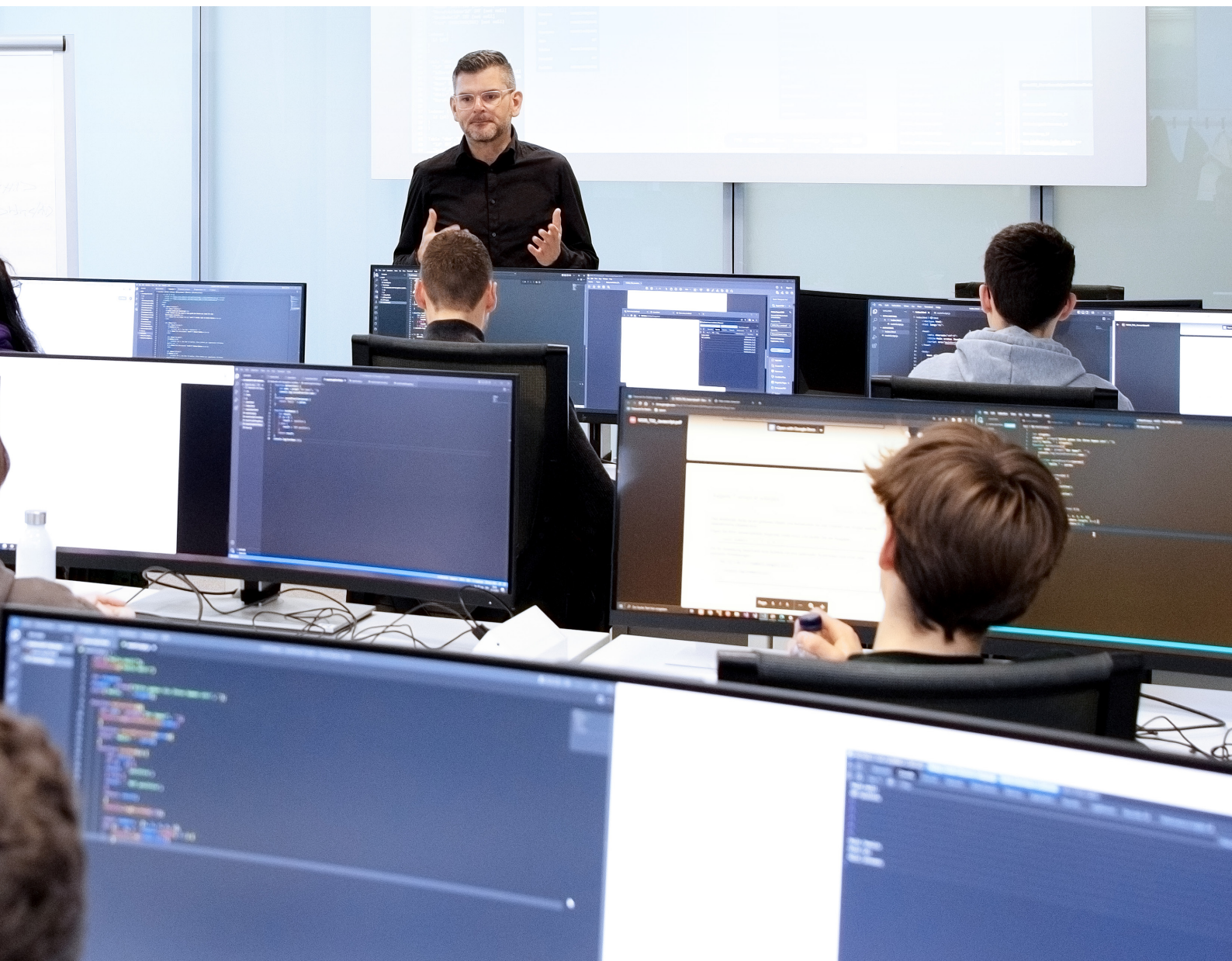
The workplace

After the introductory courses at the vocational training school, our apprentices gradually explore the

world of work. They are supervised by their vocational trainers and work together with experienced professionals who are happy to pass on their broad specialist knowledge. Training in the workplace is all about “learning by doing.” And this is what it is all about: as the level of training progresses, you gradually grow into the productive world of work and the profession, find your way around in it, solve tasks independently, gain experience, learn from mistakes and achieve good results together with colleagues, in order to become a specialist with expertise in the desired field at the end of the training period.

The vocational school

Classes at the vocational training school impart theoretical specialist knowledge and deepen general education. The compulsory element can be complemented by optional courses. Sports classes break up the timetable. The official teaching materials and fees for the vocational training school are paid by Roche.



Feel good so you can learn well. Offers outside of training.

Roche offers attractive possibilities for staying fit and healthy. There is also a diverse range of cultural activities with special conditions for employees and apprentices.





Fitness and health

- The [Sportclub Roche](#) offers 25 largely autonomous sections and operates its own sports facilities.
- The Basel site has a 25-meter athletic pool with 4 lanes; there is also a fitness center in Basel and Kaiseraugst.
- Roche supports the health of our apprentices with health campaigns, training, individual examination programs and consultations, as well as numerous medical facilities.
- The outpatient clinics of the Medical Service in Basel and Kaiseraugst are open with free consultations and for initial treatment. Registration is not required.

Leisure and culture

- Many amusement parks, theatres, retailers and specialist shops offer discounts if you show your Roche ID card, the Roche employee association AVR badge or our “enjoy!” cultural pass.
- “enjoy!” - the Roche Basel cultural pass: the Basel region boasts a wide range of leisure and cultural activities to meet a wide variety of demands. Like all employees and retirees, apprentices receive numerous benefits and cultural stimuli for leisure activities.

Not at home, but like at home. Roche residences.

At Roche, young people from all over Switzerland and bordering Germany complete an apprenticeship. If you are under 18 and cannot reach Basel with a reasonable daily commute, you can live in the Roche residences during the week.

Those who live far away can live with Roche.

Three minutes' walk from the Roche site in Basel, we have two company-owned residential buildings kitted out with modern furnishings. The residential units are free of charge for apprentices, located in the immediate vicinity of the workplace and supervised by licensed social education teachers, BA. Most of the time, Roche residences quickly become a home away from home.

- Female apprentices live in four-person shared flats with double and single rooms. Single and double rooms are available in the residence for male apprentices. In the immediate vicinity of the Roche residences, we also offer additional off-campus living groups for women. The 5-room apartments with kitchen, equipped to the latest standard, are occupied by apprentices in communities of four to five people.
- Our residential accommodation is primarily for apprentices in their first and second year of apprenticeship. If there are enough rooms available, the apprentices can also remain in the residences in the third and fourth year of their apprenticeship. Otherwise, they have to rent a flat from the third year of their apprenticeship, but receive a monthly housing allowance from Roche and can thus start taking on more personal responsibility.
- If the residence does not have enough capacity, Roche offers apprentices over 18 years a housing allowance.
- Most of the residents in the residential buildings have their vocational training on the nearby Basel Roche site and attend the Allgemeine Gewerbeschule (AGS) Basel, which is also only a few minutes' walk from the residential buildings. A shuttle bus is available from the Basel Roche site to attend the vocational training courses at the Kaiseraugst Learning Center.



Learn where it's right all around. Standards and services.

Apprentices at Roche can rely on advantageous offers and concrete agreements. Enclosed you will find information on mobility, catering, leisure, health, working hours, wages and help in case of problems.



Mobility

- Roche employees who are not entitled to a parking space or who give up their parking space despite being entitled to one receive a mobility bonus. The amount is transferred on a pro rata basis with their salary each month. This regulation also applies to our apprentices who come to work on foot, by bicycle or by public transport and thus do not require a parking space.
- A Roche-owned shuttle bus runs between the sites in Basel and Kaiseraugst.

Catering

- The Roche subsidiary Tavero AG offers a variety of healthy food on the site under favourable terms.
- Free drinks in the workplace: drinking water dispensers and free coffee and tea are available in the numerous break rooms and unattended floor cafés near the workplace.

Working hours and holidays

- We have a flexible annual working hours model, which is restricted only on school and course days.
- Apprentices are entitled to 5 weeks' holiday per calendar year.
- Additional days off: in addition to public holidays, Roche sets aside 5 non-working days or 10 non-working half-days per year for all employees, mainly for bridging days before/after public holidays.

Personal IT equipment

Roche will provide you with personal IT equipment (laptop including various accessories) at the beginning of your training.

Equal pay

Roche pays all apprentices the same wages in line with the market. The only decisive factor is the year of apprenticeship.

Other services

- Travel safety: Roche offers all employees an International SOS membership free of charge. It applies to both business and private travel. For more information, see [internationalsos.com](https://www.internationalsos.com)
- Roche employees can receive "Reka Money" at a 20% discount. "Reka Money" is a popular means of payment for holidays, leisure, travel and other tourist offers in Switzerland.

Overcoming challenges

Generally speaking, vocational training comes at a stage in life that is often not easy for young people. You enter a new environment and must quickly find your way around the professional and working world. Most apprentices complete their training period without any problems. In rare cases, difficulties arise that can become too great and require external help. Roche wants to help as soon as possible: we seek dialogue, point out possible solutions and help to implement them. No one is left alone with us!



A strong start to your career. Prospects after the apprenticeship.

A successful final examination marks the end of vocational training and start of a promising career path.

Well prepared for the exam

Every year, apprentices at Roche achieve outstanding results because they start intensively preparing for the final examination in theory and practice right from the very beginning. Thus, at the end of their apprenticeship period, they have the necessary tools to pass their final examination.

The Federal Vocational Training Diploma and the Apprenticeship Certificate mark the end of vocational education and training, but at the same time, they pave the way for the future and open up perspectives for personal further training in various directions.





Help with the start of a career

The company's fundamental aim is to retain young professionals as employees and offer them a job whenever possible. All professionals who have proven their worth during their apprenticeship, are committed, have the potential for a permanent position and have not yet found a job by the time they complete their apprenticeship will receive a fixed-term contract for nine months.

During this practical time – known as the “qualification time” – they receive a regular wage, develop their skills in a targeted manner, and can gain important initial professional experience. At the same time they can look for a job that appeals to them either within or outside Roche.

A taste of in the wider world

After their apprenticeship, particularly committed and qualified vocational graduates can complete an internship of 6-12 months at one of our subsidiaries (e.g. in the USA), depending on the availability of internships. Such internships offer interesting employment experience and, above all, an opportunity to build up an international network and improve English language skills – something that is becoming increasingly important at work.

Know how to get ahead.

Continuing education and training

Professional requirements change quickly, existing knowledge must be consistently expanded. Targeted internal and external further training during and after training keeps you professionally up to date and qualified for additional tasks at the same time. All employees at Roche utilize these additional opportunities.

Support of basic and further training during and after apprenticeship.

We support attendance at the Vocational Baccalaureate School (BM) with various models.

BM 1: BM 1 is a training path for particularly ambitious and high-performing learners. The Vocational Baccalaureate course is attended in addition to vocational school. This model which accompanies the apprenticeship allows students to complete their Vocational Baccalaureate in parallel with their vocational education & training.

BM 2: BM 2 is attended once the vocational education & training has been completed. It can be attended as either a full-time course (two semesters) or a part-time course (three to four semesters); in this case, the latter option is not actively supported by Vocational Training.

The BM combines vocational education and training with general education subjects. Afterwards, the student can either enter the job market directly or start a course of studies at a university of applied sciences. They may also be able to study at a university. To do so, however, students must obtain a bridging qualification known as a "Passerelle".

Further information: berufsmaturitaet.ch

- We offer particularly outstanding apprenticeship graduates the opportunity to study with Roche as soon as they have completed their vocational education & training. We offer the "Studying with Roche" program as part-time course of studies. Those who qualify for the program also receive financial support should they require a BM 2 or Passerelle.
- Even outside of the "Studying with Roche" program, apprentices will benefit in any course of studies from the network that they have built up during their high-quality vocational education & training at Roche. Roche is in regular contact with many universities both within Switzerland and abroad. Many students write their practical diploma dissertations while they are working in a laboratory or an operational part of the company and are supervised by the corresponding Roche experts.
- Many employees take the opportunity to take an Advanced Federal PET Diploma externally. Roche provides experts and contributes to the course costs for these professional development courses.
- For all apprenticeships, there are training courses and specialist courses that go above and beyond the required training content. This allows you to acquire excellent specialist knowledge and deepen your professional skills.
- You can also attend various language courses in your spare time. These are partially subsidized by Roche.





Making the right decision. More reasons for Roche.

Integration on equal footing is an important aspect of your vocational education & training at Roche, as it promotes a positive learning atmosphere and prepares you for future career opportunities. These and other reasons speak for an apprenticeship at Roche.

- **Be a proper part of the team right from the start**

Colleagues will take you seriously during your career taster and work trial, no messing around.

- **Find out quickly**

The recruitment process is fast, fair and transparent.

- **Receive administrative support**

Roche advises in all organizational matters and takes care of all formalities including registration at the vocational school.

- **Get off to a good start**

Even before you start your apprenticeship, you will receive introductory information that will make it easier to get started at Roche.

- **Learn from the best**

Vocational training in a leading international company is first-class.

- **Take advantage of a modern environment**

The training facilities are future-oriented.

- **Not just a number**

Apprentices are individually cared for and integrated into everyday Roche life as full-fledged employees.

- **Look forward to summer camp**

You get to participate in a camp for all professions.

- **Make progress**

Roche provides support for internal job placement when apprentices show the appropriate commitment and potential.



No need to travel far to make progress. The training locations.

Roche offers an outstanding infrastructure for apprentices in Basel and Kaiseraugst. The training locations are easily accessible by public transport or the Roche shuttle bus.



Training locations in Basel

Most of the line work locations, training workshops and the training facility Chemical and Pharmaceutical Technologists (federal VET diploma) are located in Basel. The residences are also in the immediate vicinity of these training locations.

Training locations in Kaiseraugst

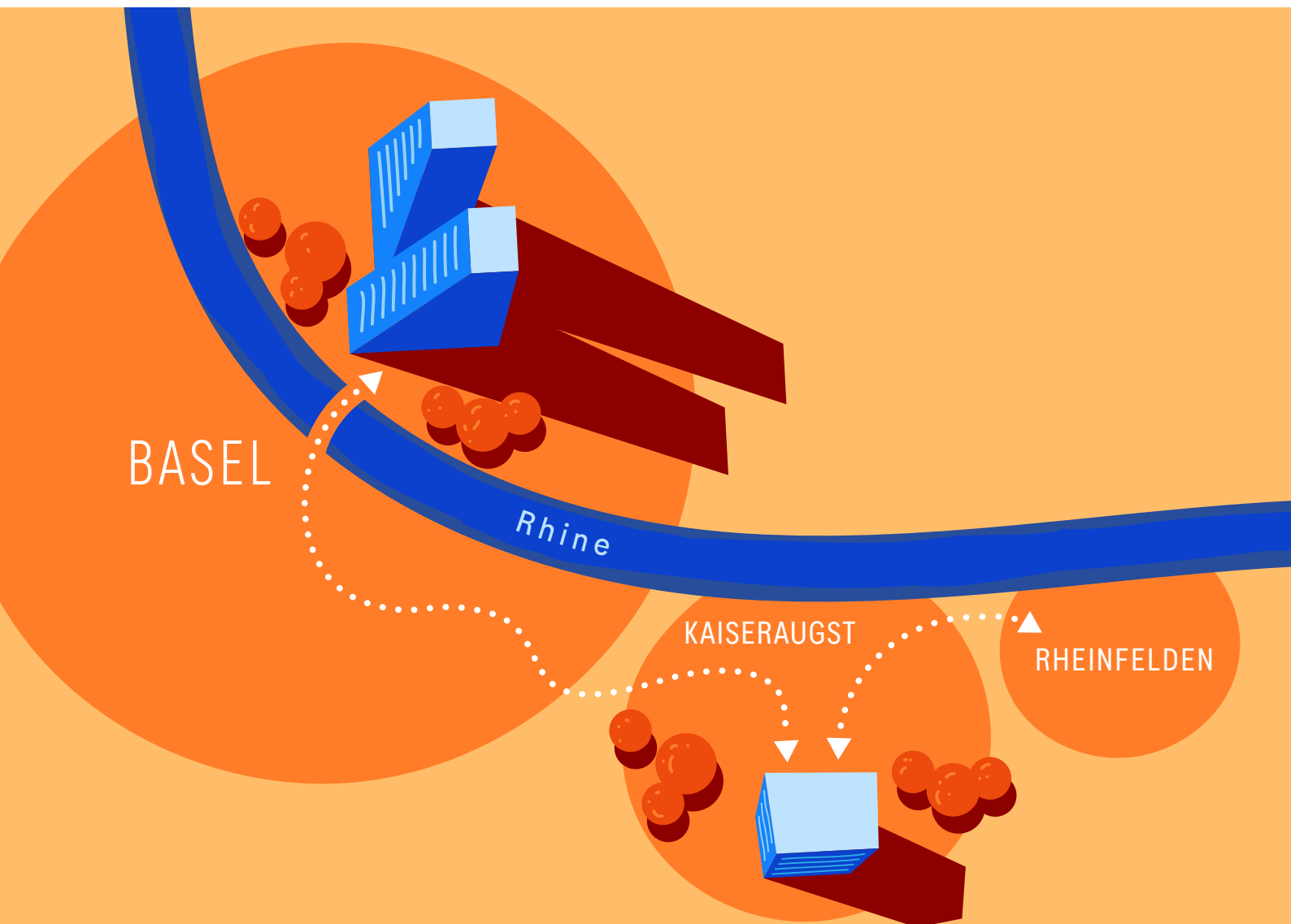
Our state-of-the-art, future-oriented Learning Center is located very close to Basel, in Kaiseraugst. It offers the best conditions for aligning Roche vocational training even more closely with the needs of apprentices and our departments. Four floors of the Learning Center are used for training future Laboratory Technicians specialized in chemistry and biology, Chemical and Pharmaceutical Technologists, Commercial Employee, ICT Technicians, Information Technologist and Mediamatics Technicians, all with a Federal VET Diploma.

One floor is available for the further training and development of Roche employees and the Experio Roche school laboratory has found its place on a part of the ground floor. This infrastructure offers instructors and their classes a wide range of opportunities to awaken and nurture students' interests in the areas of computer science, science and technology, deepen the knowledge acquired with special offers in one of these fields, or to try out a wide variety of professions for themselves in the myTalents career selection course.

Vocational training and training workshops are also available in Kaisersaugst.

For further information on vocational training, basel.lehre.roche.com/en

For more information on the school laboratory, see experio-roche.ch



Take the first step now. Your path to us.

Would you like to get to know Roche better?
Are you concerned about choosing a career and
would you like to find out what talents you have?
Do you have questions about our apprenticeships and are you
looking for answers? Then you've come to the right place.

Information events and career fairs.

Meet us at a career fair or at one of our information events. Here you will find training officers, vocational trainers and apprentices who are happy to tell you about their daily work and answer your questions.

Experio Roche school laboratory.

Discover your talents in the Experio Roche school lab. The school laboratory offers a wide range of workshops in the fields of science, technology and computer science. In the myTalents career selection course, students of career choice age can discover their talents through a variety of hands-on experiments.

Career taster.

The career taster gives you a brief insight into our apprenticeships. Depending on your apprenticeship, you can experience different federal VET diploma apprenticeships at Roche up close for two to three hours virtually or for a whole or half day on site.

Transparent decision-making processes

Our recruitment process is efficient and you will be quickly informed about all decisions made. If you have to travel to Basel very early in the morning for the trial apprenticeship or aptitude test, you can arrive the evening beforehand and stay in our residences for apprentices for free. A shuttle bus will then take you to the Kaiseraugst Learning Center.

Visit our website. There you will find a lot more information and links to the application options for all apprenticeships basel.lehre.roche.com/en



You have made your decision and would like to apply for an apprenticeship with us? You can find the application process here:



You can submit your complete **application documents** electronically. A complete application includes a curriculum vitae, certificates from the last two semesters and a letter of motivation, as well as the Check S2 if you completed your education in Northwestern Switzerland.



Roche uses **Multicheck** in its recruitment process, which you can complete at a test centre of your choice. If you have successfully submitted your application to us and meet the requirements profile at a first glance, we will send you a request for a test registration. The cost of the test will be covered by Roche. Multicheck includes various modules based on the requirements of the apprenticeship – our aim is to find out whether you meet the requirements profile for the vocational education & training. The test will take approx. 3.5 hours and serves as a basis for the interview. You can prepare by answering sample questions on the [Multicheck](#) website.



In the **interview**, we want to get to know you better as a person. We are curious to find out why you want to do the specific apprenticeship you have selected and why you have chosen Roche. It is also important to us that you also get an impression of us and can then decide whether you would like to complete your apprenticeship at Roche. For ICT professions, a brief virtual pre-interview takes place before the personal interview, during which you can convince us of your motivation for the profession.



After written or oral acceptance, we will prepare your **apprenticeship contract** and provide you with any further information.



In the **work trial**, you can try your desired job in practice, get to know the working environment and your future supervisors and, of course, ask all your questions. You will receive more details during the interview.

An insight into training at Roche: impressions.

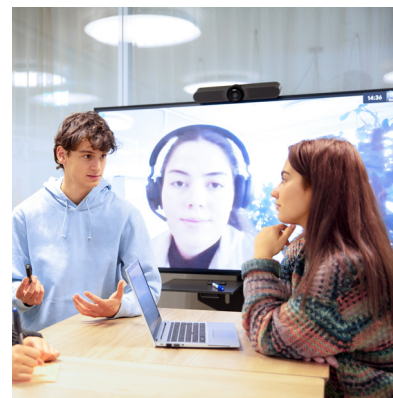
Learning and working is not everything in life. Modern, holistic training also includes excursions, summer camps and getting to know each other. All this fosters the good working atmosphere at Roche, among other things.



REPUTATION



LEARNING



DIVERSITY

SAFE



FUN

INTERNATIONAL

VARIETY



OPPORTUNITIES



PROSPECTS FOR
THE FUTURE

SALARY



INTERACTION

FURTHER TRAINING
OPPORTUNITIES



POSITIVE

OPENNESS



From the beginning of the apprenticeship to the graduation ceremony.

Vocational training is an exciting and important stage in the lives of young adults. Anyone who has the potential, is motivated and ready to perform, will enjoy a modern, high-quality and holistic education at Roche, pass with flying colors and remember their time fondly.

We conducted a survey on all 1200 apprentices from Germany and Switzerland to find out whether they would recommend Roche as an apprenticeship and what sets it apart. The following pictures serve to give you an insight into what to expect from the training and the word clouds pick up on the most frequently mentioned statements from all open-answer options.

FRIENDLINESS

BEING CHALLENGED

FUTURE

GREAT

GETTING SUPPORT

BENEFITS

ATMOSPHERE

TRAINING COMPANY

RELATIONSHIP

FURTHER DEVELOPMENT

WORK-LIFE BALANCE

COMPETENCE

INTEREST



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F. Hoffmann-La Roche AG

Berufsbildung Basel/Kaiseraugst
4070 Basel, Schweiz

+41 (0)61 688 22 33

basel.berufslehre@roche.com