Building our future. Vocational education and training at Roche.

Learning future. Learning Roche.
Building our future.
Editorial.

Dear Reader

The first step into the career ladder presents a major challenge to young people. Education systems vary from country to country, so the routes people take into the world of work are also drastically different around the globe.

Most countries follow heavily school-based training models which are taught in colleges and universities. A second model which is very popular in Switzerland, Germany and Austria, the apprenticeship, is considered particularly valuable. In Switzerland, for example, around 75% of young people choose to follow this path following compulsory education.

The Swiss education system is characterized in particular by its high level of flexibility. By completing an apprenticeship alongside a Swiss Federal Vocational Baccalaureate (Berufsmatura), it is possible to study at colleges and universities up to PhD level.

The successful Swiss education system has been attracting more and more interest from other countries for some time. Specialists with an apprenticeship and a Federal Vocational Baccalaureate are highly sought-after on the job market as they have valuable theoretical and broad practical experience.

Every year, Roche in Switzerland trains around 420 young people in 15 different occupations. By combining instruction at vocational school, formation at our in-house training center and tuition on the job in the workplace, Roche optimally prepares apprentices for their professional future.

We hope that this brochure will give you a better insight into the Swiss education system and vocational training at Roche in particular.

Ueli Grossenbacher
Head of Apprenticeship Training
A high level of flexibility.
The Swiss school system.

Swiss cantons have gradually reorganised and synchronised their school systems over the past few years. Compulsory schooling lasts for eleven years including Kindergarten.

Compulsory schooling begins with two years of Kindergarten when children are four years old. The school year begins in August.

Following Kindergarten, children attend Primarschule (Primary School) for six years.

After primary school, children attend Sekundarschule (Secondary School) for three years. According to their achievement at school, they are assigned to different levels (achievement levels/Leistungszüge): standard, enhanced or advanced level.

After compulsory schooling

Having finished Sekundarschule, at the end of the 11th school year all pupils receive a certificate of completing Secondary School (report of achievement). Thereafter, young people in Switzerland have the following options:

- They attend a Berufshaus (occupational apprenticeship). Passing a professional maturity exam (Berufsmatura = Federal vocational baccalaureate) during or after their apprenticeship gives them the possibility of studying at an advanced technical college.
- They continue going to school, attending a fulltime vocational school or the Fachmaturitätsschule.
- They attend Gymnasium (High School). Gymnasium ends with the maturity exam and the option to study at a university.
- They attend a bridge-year course if they have not found any other alternative.

Comparison of the school systems USA and Switzerland

Sources: Erziehungsdepartement des Kantons Basel-Stadt www.ed.bs.ch
**Dual-track VET.**

**Vocational education and training programs.**

About 75% of youngsters living in Switzerland opt for the dual-track system of vocational education and training (VET). It opens up a wide range of professional possibilities.

A dual-track system means that students are trained on a job as well as attending lessons at school. Training is geared to the practical skills required for the profession in question as well as to the jobs available in the market. Thanks to such close ties between education and the working world, Switzerland has one of the lowest rates of youth unemployment in Europe.

The Swiss education model covers all levels and is characterized by a high level of freedom of choice. Any further education level is accessible, irrespective of whether the point of entry is vocational training or a degree course.
The foundation of our success.
Vocational education at Roche.

Vocational education is an established tradition at Roche, and firmly rooted in our corporate strategy. At our Basel/Kaiseraugst site, we develop the next generation of professionals by training around 300 apprentices at any one time in 14 different professions.

Our specialists of the future

Our vocational education in Basel/Kaiseraugst meets the latest standards in terms of infrastructure, education, and methodology, and will also sustainably accommodate our needs in the years to come.

Well-trained, motivated, and engaged employees are the foundation of our success. Vocational education enjoys a high priority for Roche in Switzerland. Apprentices are the capital that ensures Roche’s success, and represent an important investment in our future. Particularly in areas where specialists are in short supply, it makes a lot of sense to train junior talent in-house and fine-tune the skills and experience of these young specialists to operational requirements. This also ensures that we have an internal pool of specialists, who are difficult to recruit in the job market.

Our goals

The apprenticeship training department is responsible for ensuring a sufficient number of qualified young professionals in the job fields relevant to Roche. Roche plays a significant role as one of the major “training enterprises” in and for the Basel region. Thus, the number of apprenticeship positions depends on the capacity of the training infrastructure, and exceeds internal demand.
“We’re always interested to hear what inspires our apprentices about their chosen subject. Thoughtful statements always stand out and the enthusiasm for the subject counts a lot.”

Heike Brinkhaus, vocational trainer
Our fields of activity.
Roche apprenticeship training programs for 14 professions.

- 14 professions
- Around 300 training places
- Exchange students
- 29 teachers and trainers

Roche in Basel and Kaiseraugst provides ongoing training for around 300 apprentices in 14 different professions. Depending on the profession, courses can take three or four years to complete.

The department also offers:
- Public relations and career information
- Further education for external teachers
- Further education for Roche employees
- Cooperation with external partner organizations, e.g. acting as experts during basic and final exams.
- Laboratory for school visits EXPERIO Roche: At our laboratory in Kaiseraugst, school classes have the opportunity to explore various STEM subjects (Science, Technology, Engineering, Mathematics).
Hiring the best.
The recruitment process at Roche.

Every year, a large number of students contact Roche asking about a training position. To ensure a win-win situation for both parties, Roche has established a defined multi-step procedure.

<table>
<thead>
<tr>
<th>Process</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st contact</td>
<td>- students at the end of mandatory schooling (usually 15 years old)</td>
</tr>
<tr>
<td></td>
<td>- by phone or e-mail</td>
</tr>
<tr>
<td></td>
<td>- questionnaire</td>
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<tr>
<td>Questionnaire</td>
<td>- criteria: school, grades</td>
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<tr>
<td></td>
<td>- invitation for students fulfilling the preselection criteria</td>
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<tr>
<td>Trial apprenticeship</td>
<td>- 1–5 days in teaching lab or at pilot plant</td>
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<td></td>
<td>- introduction to job requirements</td>
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<tr>
<td>Test and Interview</td>
<td>- 3 written tests</td>
</tr>
<tr>
<td></td>
<td>- interview and decision</td>
</tr>
<tr>
<td>Apprenticeship contract</td>
<td>- signed by Roche / apprentice (and parents) / cantonal authority</td>
</tr>
<tr>
<td></td>
<td>- August: Start of apprenticeship training</td>
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After a first contact, the students submit an application for a trial apprenticeship. If the requirements are met, the students are invited to come in for a trial apprenticeship. They spend some days gaining an insight into the relevant profession and the training. If the students then decide to opt for an apprenticeship position at Roche, they send in a full application (questionnaire, résumé, certificates, cover letter) and are invited to the weekly one-day aptitude assessment.

After a successful assessment, the applicants are given a written acceptance of their apprenticeship place there and then. The next step is to draw up the apprenticeship contract.
Forming a single whole.
The three-track Roche training model.

Roche has a three-track training model as basis, with instruction divided between vocational school, our in-house training center, and tuition in the workplace.

The vocational school
Instruction at the vocational school, which is only a stone’s throw from the Roche site, gives the apprentices the required specialist knowledge and deepens their general education. The compulsory element can be complemented by optional courses.

The in-house training center
Training at the Roche in-house training center—in the teaching laboratory, teaching facility, commercial training or training workshop—consolidates the technical knowledge acquired at the vocational school and shows how it can be translated into practical work. Fundamental 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 three learning locations (workplace, vocational school, and in-house training center) together form a single whole: all partners work closely together to guarantee that the goal—the final exam—is safely reached.

The workplace
Our apprentices explore their working environment one step at a time. They are supervised by their tutors and work with experienced professionals who are happy to pass on their wide-ranging expertise. Training in the workplace is all about “learning by doing”. As they develop, the apprentices gradually make their way into the working environment and their profession, find their bearings, complete assignments independently, gain experience, learn from mistakes, and work with colleagues to achieve good results, all with a view to becoming an expert in the desired field at the end of the training period.
Three- or four-year training program
The training program is based on the three-track model. After an initial introduction at the in-house training center, the tutor provides on-the-job training. Subsequent training alternates between the in-house training center and on-the-job stints. Throughout their training period, apprentices spend one or two days a week attending classes at the vocational school. After two years, they sit an interim exam covering the basics, and at the end of the training period they will take their final exam (theoretical and practical part). They must achieve a pass grade in this exam before they can go on to the next stage. External experts grade both exams. Apprentices who pass the final exam are awarded the Federal Vocational Training Diploma.

Optional: Federal Vocational Baccalaureate
While they are still training, or during an additional year following the end of their training, apprentices can also study for a Federal Vocational Baccalaureate qualification. This enables them to go on to study at tertiary level and work toward a Bachelor, Master or doctoral degree.
“What I like about my job? To share my knowledge with young people and to explain them things in a way that they can relate to. But the best part is to let them feel my enthusiasm.”

Hans Friedrich, vocational trainer
Towards the future.
After the apprenticeship training.

After the training program, apprentices have diversified options. Roche makes a lot of effort to find the right place for each student.

Permanent position
As a basic principle, young professionals can expect to be given employment after completing their training. To assist them, we coordinate the application process and contact with the line organization with a view to organizing a permanent position.

Pool contract
As there are often more young professionals than vacancies after training is completed, we offer graduate apprentices a temporary contract for one year. The aim of this is to find an internal or external position and gain practical experience. The new professionals will then work in the line organization, while remaining with the Training department for headcount and salary purposes. If a permanent position is found, the temporary contract will be superseded by a permanent contract.

Exchange program
A few outstanding graduates are given the opportunity to work for Roche in another country for a six-month period. This allows them to deepen their professional and language skills. After this placement, they are integrated into an existing team in Switzerland via a pool contract, broaden their professional experience and look for a permanent contract inside and outside the company.

Apprenticeship + 1
Graduates looking to study for a degree after their training need a Federal Vocational Baccalaureate. This certificate can be obtained in parallel to the apprenticeship or afterwards, based on the apprenticeship + 1 model. Under this system, graduates will be given a training contract with Roche, attend school for a year, and gain a Federal Vocational Baccalaureate at the end of it.
The EXPERIO Roche facility offers unlimited possibilities, such as understanding the processes of molecular biology, quantitative analytics or chemical synthesis, but also programming Lego Robots or soldering electronic circuits.

Visitor groups have a choice: information technology, science and engineering all in one visit, or an in-depth exploration of whichever one of these three fields they select. Staff with a training background and qualified specialists from the individual areas guarantee a professional experience.

EXPERIO Roche is housed in the new Learning Center in Kaiseraugst, an ultra-modern, ground-breaking training building that provides the ideal environment for gearing Roche’s vocational training activities even more closely to the needs of trainees and the specialist departments within the company.

STEM Workshop
Schoolchildren in primary school class 4 and above are given insights into the STEM fields of science, technology, engineering and mathematics.

MyTalents – choosing a career
Schoolchildren at the stage of choosing a career (classes 7 and 8) can discover their practical talents here.

Specialist workshop
Secondary-level schoolchildren are given in-depth insights into individual STEM disciplines, selected from science, technology, engineering and mathematics.

Other services
Do you organize training for careers advisors and teachers? Are you a lecturer at a teaching training facility? We would be delighted to help you organize an event specially designed for you and your participants.
“EXPERIO Roche is a very useful platform to present the company as a great place to learn a profession. Moreover, young people can get a taste of Roche life by a playful approach, but also deep insights in technology, science and engineering.”

Serge Corpataux, Head EXPERIO Roche

Inquisitive minds are welcome!

Contact EXPERIO Roche laboratory for school visits

F. Hoffmann-La Roche Ltd
Careers Information
EXPERIO Roche laboratory for school visits
4070 Basel, Switzerland

Tel. +41 (0)61 687 45 45
info.experio@roche.com

All our services can be booked on our website:
www.experio-roche.ch

Contact Roche Apprenticeship Training Center

F. Hoffmann-La Roche Ltd
Berufsbildung
4070 Basel, Switzerland

Tel. +41 (0)61 688 22 33
Information about our apprenticeship offers and application forms:
www.berufslehre.roche.ch

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