

*Building our future.*  
**Vocational education and  
training at Roche.**

Where **education** meets **purpose**.



*It all  
points to Roche:*

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## *Building our future.* **Editorial.**

### **Dear Student**

Important changes are on the horizon and I am delighted that you are finding out about the options available to you. Your transition into the working world is a huge milestone and marks the start of your individual career path.

F. Hoffmann-La Roche Ltd and our Vocational Training department are a strong and experienced partner for you in this respect. Roche is shaping the future of medicine with innovative medicines and diagnostics for people with serious illnesses. Talented, outstandingly well-educated and positive employees form the foundations for doing so. This is why we continuously train around 300 apprentices in 15 different professions, thus securing ourselves the next generation of talents in the professional fields relevant to Roche. This is a long-term commitment and an important investment in the future:

The first step on 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 two third of young people choose to follow this path following compulsory education.

The Swiss education system is characterised 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 Europe recruits over 400 young talents in more than 15 different occupations. By combining instruction at vocational school, formation at our in-house training centre 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.

Our apprentices are very enthusiastic and committed and are very active in shaping the start of their professional lives. This opens up great opportunities for the future for them.

Find out more, apply—and I look forward to welcoming you to Roche in the near future!

Dr. Matthias Nettekoven,  
Head of Apprenticeship Training





## Innovations for research. Welcome to Roche!

*Headquartered in Basel, Switzerland,  
Roche is a leader in research-focused  
healthcare with combined strengths in  
pharmaceuticals and diagnostics.*

Roche is a global pioneer in pharmaceuticals and diagnostics focused on advancing science to improve people's lives. The combined strengths of pharmaceuticals and diagnostics under one roof have made Roche the leader in personalised healthcare—a strategy that aims to fit the right treatment to each patient in the best way possible.

Roche is the world's largest biotech company, with truly differentiated medicines in oncology, immunology, infectious diseases, ophthalmology and diseases of the central nervous system. Roche is also the world leader in in vitro diagnostics and tissue-based cancer diagnostics, and a frontrunner in diabetes management.

Founded in 1896, Roche continues to search for better ways to prevent, diagnose and treat diseases and make a sustainable contribution to society. The company also aims to improve patient access to medical innovations by working with all relevant stakeholders.

More than thirty medicines developed by Roche are included in the World Health Organization Model Lists of Essential Medicines, among them life-saving antibiotics, antimalarials and cancer medicines. Moreover, for the eleventh consecutive year, Roche has been recognised as one of the most sustainable companies in the Pharmaceuticals Industry by the Dow Jones Sustainability Indices (DJSI).

The Roche Group, headquartered in Basel, Switzerland, is active in over 100 countries and in 2019 employed about 98,000 people worldwide. In 2019, Roche invested CHF 11.7 billion in R&D and posted sales of CHF 61.5 billion. Genentech, in the United States, is a wholly owned member of the Roche Group. Roche is the majority shareholder in Chugai Pharmaceutical, Japan. For more information, please visit [www.roche.com](http://www.roche.com).

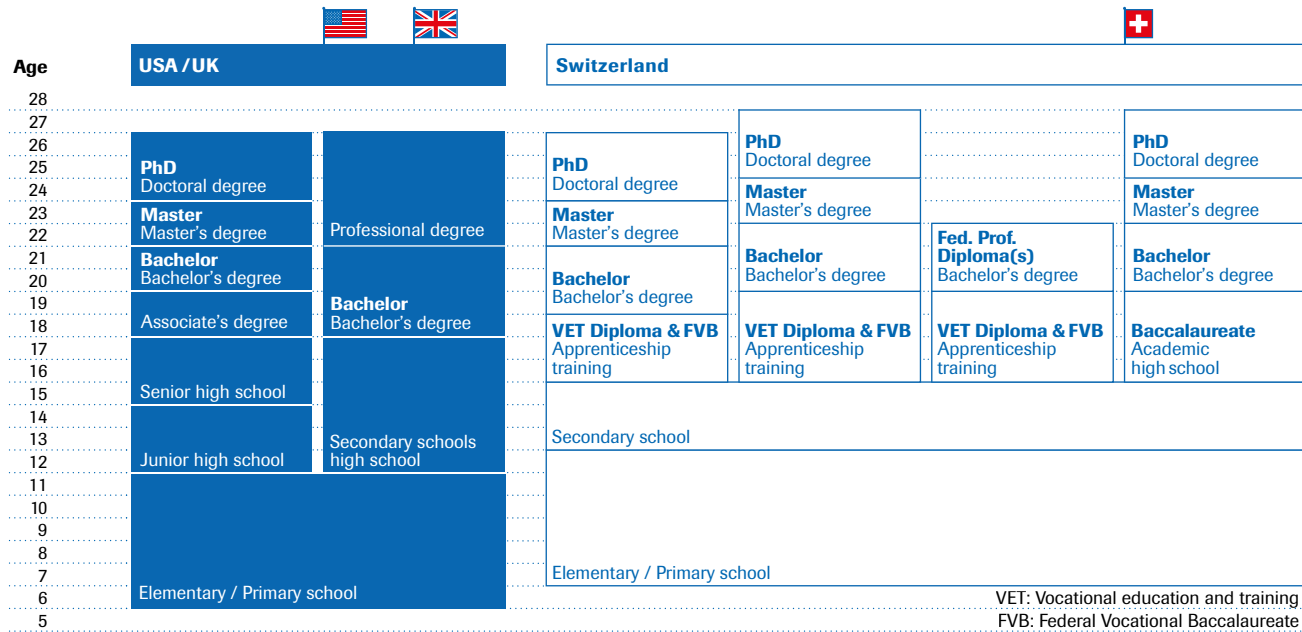
## Our Mission

Our products and services help to prevent, diagnose and treat diseases, thus enhancing people's health and quality of life.



# 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.



Comparison of the school systems USA/UK and Switzerland

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:

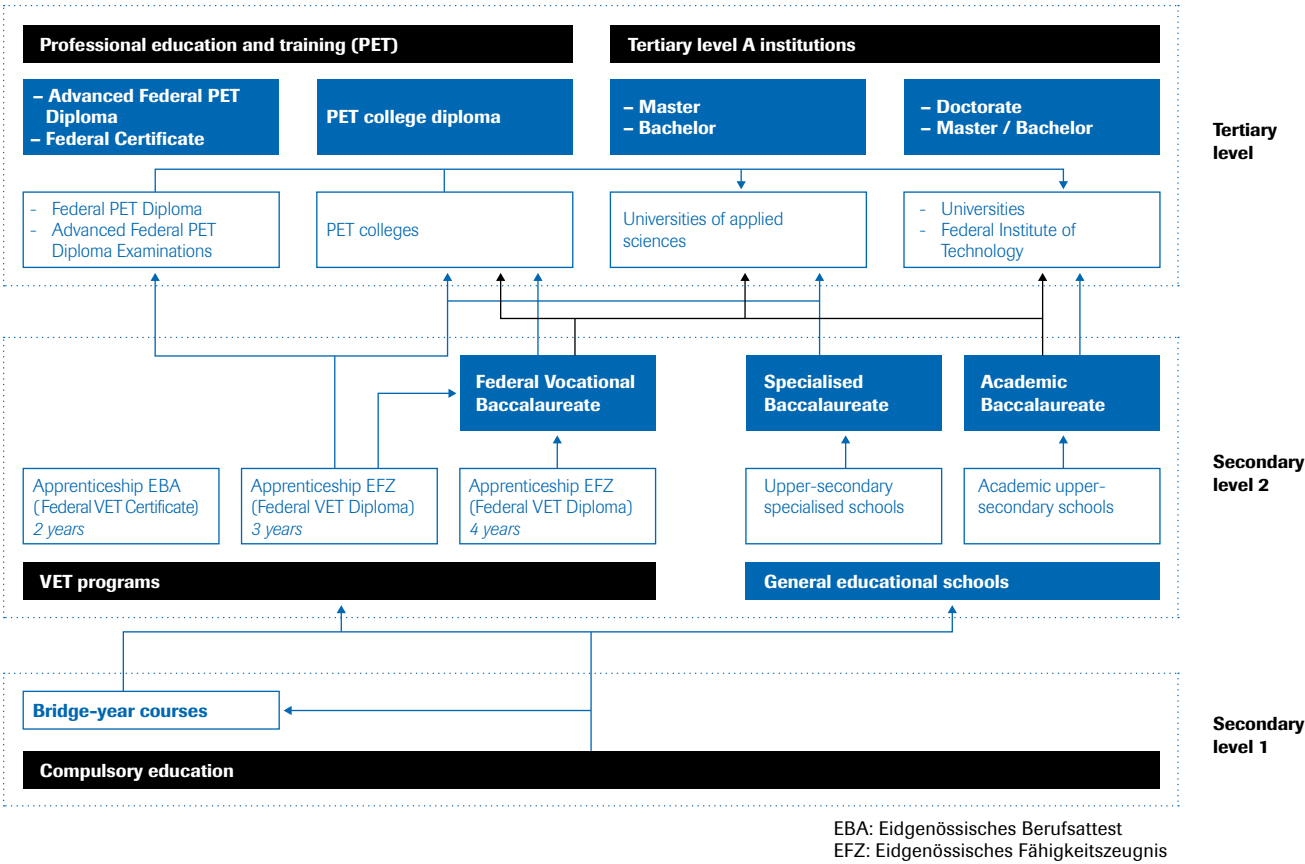
- They attend a Berufslehre (occupational apprenticeship). Passing a professional maturity exam (Berufsmatura = Federal Vocational Baccalaureate) during or after their apprenticeship gives them the possibility of studying at an advanced technical college.
- They continue going to school, attending a 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.

# Dual-track VET. Vocational education and training programs.

About two thirds 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.

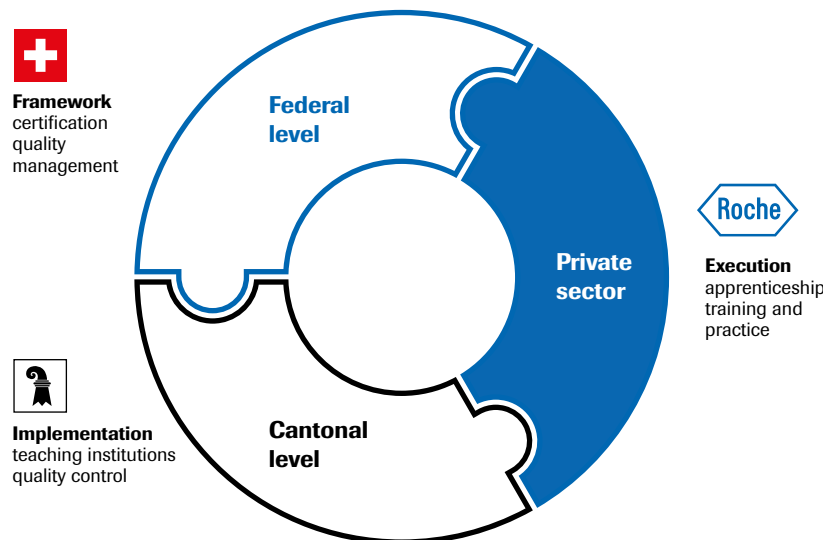
The Swiss education model covers all levels and is characterised by a high level of freedom of choice. Any further education level is accessible, irrespective of whether the point of entry is vocational training or a degree course.





# 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 15 different professions.*



The apprenticeship model has a long tradition in Switzerland and is firmly established at all levels, with the federal level providing the legal framework conditions, the cantons taking responsibility for implementation via a broad range of vocational schools and quality assurance institutions, and the private sector, for example Roche, providing training courses.

## 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.



# Interest

We're always interested to hear what inspires our apprentices. Being able to change people's lives and to receive an outstanding education always stand out.



## *Immediately apply what you learn.* **Modern training concept.**

*Training at Roche is based on a tripartite model. Learning at the in-house training centre, at the workplace and at the vocational school provides the ideal combination of theory and practice. At the start of the apprenticeship, there is a comprehensive induction programme that offers the best start for every profession.*

The three learning venues—in-house training centre, workplace and vocational school—together form a single whole: all partners work closely together to guarantee that the goal—the final exam—is safely reached.

### **The in-house training centre**

In the teaching laboratory, teaching facility and in-house training centre, you will acquire basic training, consolidate the specialist knowledge acquired at the vocational school, and find out how this can be implemented in practical work. Fundamental skills and techniques are systematically learned and practised. The training facilities at Roche are regularly updated to ensure they remain state of the art.

### **The workplace**

Following the induction courses in the in-house training centre, our apprentices explore their working environment one step at a time. They are supervised by their vocational trainers and they work with experienced professionals who are happy to pass on their broad technical skills. Training in the workplace is all about 'learning by doing.' As their training progresses, the apprentices gradually make their way into the working environment and their profession, find their bearings, complete assignments independently, gain experience, learn from mistakes, 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.

### **Vocational school**

Classes at the vocational school give them technical knowledge and expand their general education. The compulsory element can be complemented by optional courses. Physical education breaks up the study schedule. The official teaching materials and fees for vocational school are paid for by Roche.



## **Variety**

What makes apprenticeships at Roche so varied? You learn in school, but you also work productively in the office, laboratory and production facilities.



# 15 ways to learn for the future.

## Apprenticeships.

At Roche in Basel/Kaiseraugst, around 300 apprentices are training to become specialists that are in demand now and into the future.

We offer first-class vocational apprenticeships in commerce, IT, technology, lab work and production with development options and future prospects.

 **Laboratory technician, chemistry, with Federal VET Diploma**



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

 **Laboratory technician, biology, with Federal VET Diploma**



Develop new biological tests. Work with state of the art equipment and measuring devices, but also the traditional pipette. A career for researchers and developers.

 **Chemical and pharmaceutical process technologist with Federal VET Diploma**



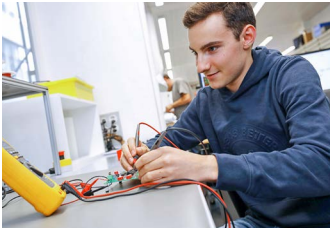
Create substances and finished medicines using chemical or biotechnological processes, and cooperate with the corresponding production process. A career for hands-on people with a lot of technical understanding.

 **Commercial employee with Federal VET Diploma**



Support a wide range of administrative work processes and initiate and conduct business transactions. A career for those with a flair for organisation.

 **Electronics technician with Federal VET Diploma**



Design and implement, measure, test and operate electronic circuits and hardware-related programs and devices. A career for developers.

 **Technical designer with Federal VET Diploma**



Develop, produce, construct and document replacement parts, systems and tools for devices, machines and equipment. A career for talented individuals with good spatial awareness.

 **Polymechanic technician with Federal VET Diploma**



Manufacture components, mechanisms and replacement parts using various materials, and maintain and repair systems. A career for precision-oriented individuals.

 **Architectural draughtsperson with Federal VET Diploma**



Implement architectural ideas in project planning and construction plans and cooperate with the realisation of construction projects. A career for designers and planners.

 **IT technician with Federal VET Diploma**



Plan, operate and maintain IT systems, and develop and install new IT solutions. A career for abstract thinkers.

 **Mediamatics technician with Federal VET Diploma**




Develop digital content, and create and maintain websites and social media channels. Integrate and visualise business and research data. A career for creative analysts.

 **Plant and apparatus construction technician with Federal VET Diploma**



Construct pipe systems and apparatus for chemical production facilities from sheet metal, profiles and tubes. A career for doers with a lot of technical understanding.

 **Automation technician with Federal VET Diploma**




Operate electrical devices and rectify problems. Redesign, build, programme or adapt control systems. A career for all-rounders.

 **Logistician with Federal VET Diploma**




Check, record data for, store and pick incoming goods and deliver to customers upon request. A career for those with flexibility.

 **Medical practice assistant with Federal VET Diploma**



Care for patients, conduct routine and emergency measures, organise administration. A career for multi-talented individuals.

 **Animal care technician with Federal VET Diploma**



Care for laboratory animals and look after their welfare. Monitor animal care and implement hygiene measures. A career for diligent individuals with good powers of observation.

# Take the first step now. Your path to us.

*Would you like to get to know Roche better? Are you looking at choosing a career and would you like to find out what talents you have? Do you have any 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. You'll meet apprenticeship training heads, vocational trainers and apprentices who will be happy to tell you about their daily work and answer your questions.

## EXPERIO Roche school laboratory.

Discover your talents in the EXPERIO Roche school laboratory. The school laboratory offers a wide range of workshops in the areas of natural sciences, technology and IT. In the myTalents career choice programme, students of career-choosing age can discover their talents thanks to a variety of practical experiments.

## Trying out a career.

When trying out a career, you can get a brief insight into our apprenticeships. Over two to three hours, you will gain first-hand experience of the various apprenticeships with Federal VET Diploma offered by Roche. The events are led by Roche apprentices.

## Transparent decision paths.

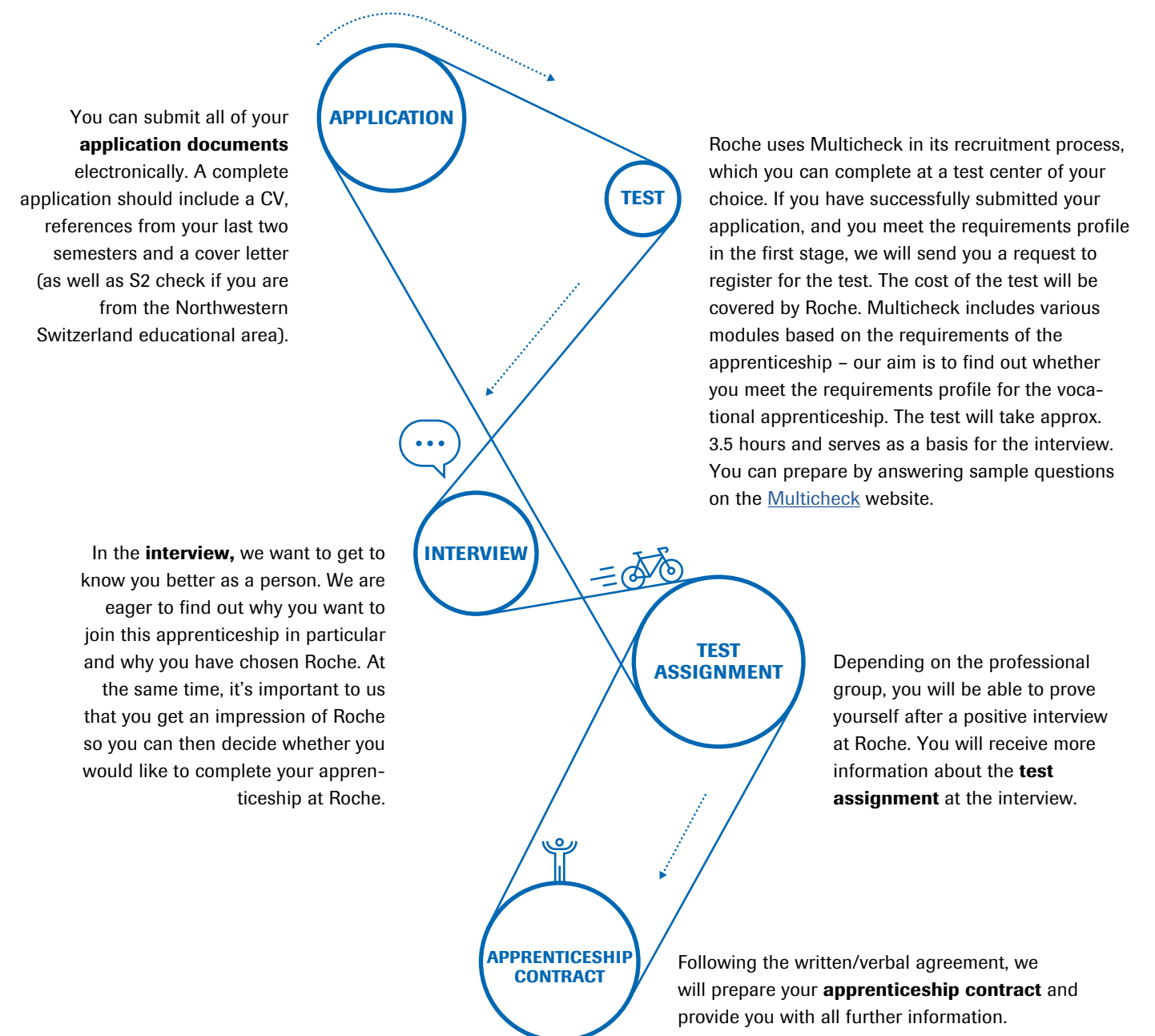
You will be quickly informed about all decisions in our efficient recruitment process. If you have a very early start in the morning owing to the travel time to Basel for your trial apprenticeship or aptitude test, you can arrive the night before and stay overnight in our apprentice hostel at no charge. A shuttle bus will then take you to the Kaiseraugst Learning Center.

**Visit our website. There you will find links to the application options for all apprenticeships:**

[www.berufslehre.roche.ch](http://www.berufslehre.roche.ch)



*Have you made a decision and would you like to apply for an apprenticeship with us? You'll find the application process here:*





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

*Roche offers attractive options for keeping yourself fit and healthy.  
There is also a versatile cultural offering with special conditions for employees and apprentices.*

- Fitness and health**
- The Roche Sports Club offers 25 largely autonomous sections and operates its own sports facilities. Participation is free for our apprentices.
  - The 25-metre indoor pool at the Basel site has four lanes; there is also a gym at Basel and Kaiseraugst.
  - Roche supports the health of its apprentices through health campaigns, training, individual check-up programmes, counselling and a number of medical facilities.
  - The Medical Services outpatient centres in Basel and Kaiseraugst are open for free consultations and first aid. You don't need to sign up beforehand.

- Leisure and culture**
- Many leisure parks, theatres, retailers and speciality stores give discounts if you show your Roche ID card, your Roche Employees' Association (AVR) card or our 'enjoy!' Culture Pass.
  - 'enjoy!'—the Roche Basel Culture Pass: the Basel region offers a wide range of leisure and cultural activities, with something to suit every taste. Like all other employees and retirees, Roche apprentices receive a wide range of discounts and cultural incentives for their leisure time. For more information and registration, visit [enjoy.roche.ch](https://enjoy.roche.ch)



TRX workout, one of many sports courses offered by Roche.



Museum Tinguely, a highlight of the wide range of cultural activities in Basel and the vicinity.





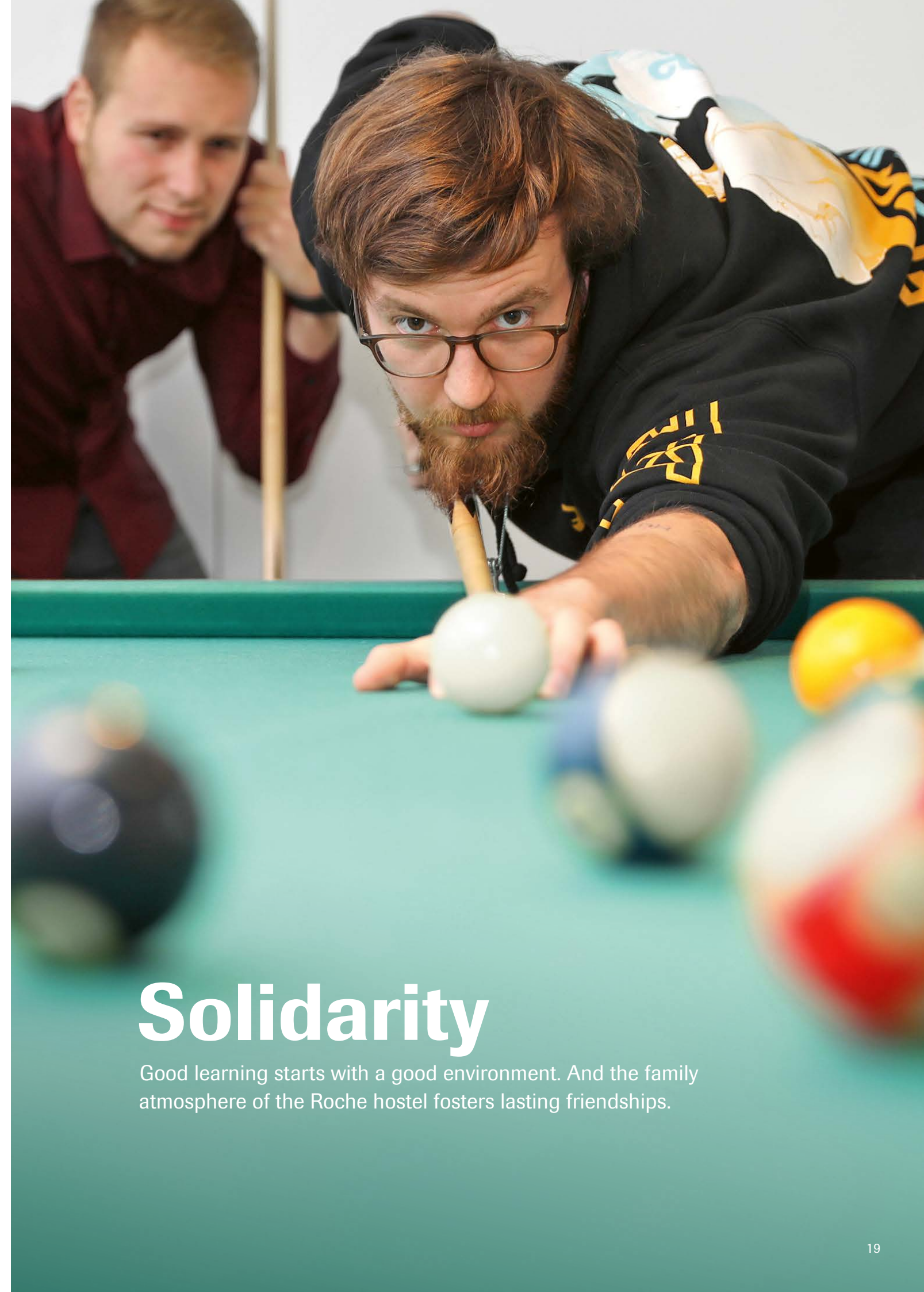
## A home from home. Roche hostels.

*Young people from all over Switzerland and neighbouring Germany complete their training with Roche. Those who are under 18 years old and are not able to commute to Basel within a reasonable time frame every day can take advantage of accommodation in the Roche hostel during the week.*

### Those who live far away live with Roche

We have two company-owned, state-of-the-art hostels just a three-minute walk from our Basel site. The hostels are free of charge for apprentices, situated just a stone's throw away from the workplace, and supervised by trained Roche staff. As such, our apprentices are not left entirely to their own devices. The Roche hostel usually becomes a home from home, where apprentices quickly feel comfortable.

- Female apprentices live in four-person shared rooms. Male apprentices can choose from single and two-person rooms. We also offer external accommodation for women in the immediate vicinity of the Roche hostels. The five-room apartments with kitchen, which are all furnished with modern equipment, are inhabited by these apprentices in groups of four to five people.
- Hostel places are offered primarily to apprentices in their first and second year of training. If enough rooms are available, apprentices may also stay in the hostel in their third year. Otherwise, they have to rent an apartment from the third year of their apprenticeship, but Roche will give them a monthly accommodation allowance and they will gain more personal responsibility.
- If the hostel does not have enough capacity, Roche offers a housing allowance to apprentices over 18 years of age.
- For most hostel residents, their line training place is at the nearby Roche site and they attend the general trade school (Allgemeine Gewerbeschule—AGS) in Basel, which is just a few minutes' walk from the hostels. When they need to attend a course at the in-house Learning Center in Kaiseraugst, they can use the shuttle bus from the main Roche site in Basel.



# Solidarity

Good learning starts with a good environment. And the family atmosphere of the Roche hostel fosters lasting friendships.



*Learn in the right atmosphere.*  
**Standards and services.**

*Roche apprentices can rely on advantageous offers and specific agreements. Here is some important information about mobility, meals, leisure time, health, working hours, salary, and assistance with problems.*

<b>Mobility</b>	<b>Meals</b>
<ul style="list-style-type: none"><li>• Roche employees who are not entitled to a parking space, or who do not use one despite being entitled to one, will receive a mobility bonus. This is paid in equal monthly instalments along with your salary. This rule also applies to our apprentices who come to work on foot, by bicycle or by public transport and therefore do not require a parking space.</li><li>• A Roche shuttle bus travels between the sites in Basel and Kaiseraugst.</li></ul>	<ul style="list-style-type: none"><li>• Roche subsidiary Taverö AG offers varied and healthy meals on the site at favourable conditions.</li><li>• Free drinks at the workplace: there are drinking water dispensers and free tea and coffee in the numerous break rooms and self-service cafeterias close to workstations.</li></ul>
	<b>Working hours and holidays</b>
	<ul style="list-style-type: none"><li>• We have a flexible annualised working time model that is restricted to school and course days.</li><li>• Additional non-working days: for apprentices, the holiday entitlement is five weeks per calendar year. In addition to the statutory holidays, Roche also gives all employees an additional five whole days or ten half-days off work each year, mainly for bridging days before or after public holidays.</li></ul>
	<b>Equal pay</b>
	<p>Roche pays all apprentices the same salary in line with the market. The only decisive factor is the year of apprenticeship.</p>

**Other services**

- Travel emergency service: Roche offers all employees free membership with International SOS. This is valid for both business and personal trips. For more information, please visit [www.internationalsos.com](http://www.internationalsos.com)
- Roche employees can obtain 'Reka money' 20% cheaper. 'Reka money' is a popular payment method for holidays, leisure activities, trips and other tourist offers in Switzerland.

**Providing assistance with problems**

Vocational training usually falls into a stage of life that is often not easy for young people. You enter a new environment and have to quickly find your way around the world of work. Most apprentices complete their training period with no problems at all. In rare cases, difficulties arise which may become too large and which require external help. In situations like this, Roche wishes to provide assistance as soon as possible: we enter into a dialogue, present possible solutions and help to implement them. We are there for everybody!

Large selection, high quality and a friendly atmosphere: our staff restaurants.





Get your career off to a flying start.  
Post-apprenticeship prospects.

*A successful final exam marks the end of your vocational training—and usually the starting point of a promising career path.*

**Well-equipped for the exam**

Every year, Roche apprentices achieve excellent exam results. This is because they receive intensive theoretical and practical preparation for the final exam from the very beginning. As such, they usually have the necessary tools to ensure a successful final exam at the end of their training period. The Federal VET Diploma and the apprenticeship certificate mark the end of basic vocational training while simultaneously paving the way for the future and opening up prospects for personal development in different directions.

**Help with starting a career**

In principle, Roche’s aim is to retain well-educated young professionals as employees and offer them employment whenever possible. All professionals who have proven themselves during their training, are committed, have the potential for a permanent position and have not yet found a job are given a temporary one-year contract.

During this work experience year—known as a qualification year—they receive a regular salary, can fine-tune their personal development and gain their first important professional experiences. At the same time, they can keep looking for their dream job both within and outside of Roche.



The six-month internship at Roche Genentech in San Francisco, USA, offers an interesting opportunity.

**Get a taste of the big wide world**

Following completion of their apprenticeship, particularly committed and well-qualified professional graduates may complete a 6- to 12-month internship at one of our subsidiaries (eg, in the USA), depending on the availability of internship places. This period will offer interesting professional insights and, above all, the opportunity to build up an international network and improve their English skills, as this is becoming increasingly important in day-to-day work.



Internship at Roche in the USA:  
making progress after the apprenticeship.



## Know how to get ahead. Further education and training.

*Professional requirements change quickly, and existing knowledge has to be constantly expanded. Targeted internal and external training during and after the apprenticeship keeps you up to date with professional developments while qualifying you for additional tasks. All Roche employees take advantage of these additional opportunities.*

### Promotion of basic and further training during and after the apprenticeship

- Given a suitable track record, we provide various models supporting Vocational Baccalaureate School ("Berufsmaturitätsschule", or BM) attendance.

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

BM 2: BM 2 is attended once the apprenticeship 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".

For more info, visit: [www.berufsmaturitaet.ch](http://www.berufsmaturitaet.ch)

- We offer exceptional performers the opportunity to study with Roche as soon as they have completed their vocational training. We offer the "Studying with Roche" program as either a full-time or 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, qualified apprentices will benefit in any course of studies from the network that they have built up during their high-quality apprenticeship 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.

## Progress

Roche offers plenty of opportunities to keep up to date with professional requirements and to always benefit from the latest knowledge.





# High-quality training

As a trainee, Roche offers the ideal starting conditions for your professional future.

## Making the right decision. More reasons to choose Roche.

### More reasons to choose an apprenticeship at Roche:

- **Be included from the beginning**  
You are taken seriously even while trying out a career and taking the test assignment.
- **Find out quickly**  
The recruitment process is fast, fair and transparent.
- **Receive administrative support**  
Roche provides advice on all organisational matters and takes care of all formalities, including the application to the vocational school.
- **Get off to a good start**  
Even before you begin your apprenticeship, you will receive introductory information to help you get started.
- **Learn with the best**  
Vocational training in a world-leading company is first class.
- **Make use of a modern environment**  
The training facilities are future-oriented.
- **Never a number**  
Apprentices are looked after as individuals and included in day-to-day work at Roche as fully fledged employees.
- **Look forward to offsite workshops**  
You can take part in cross-vocational offsite workshops.
- **Go further**  
With the equivalent commitment and potential, Roche provides support for internal job placement.



Modern environment for first-class learning.

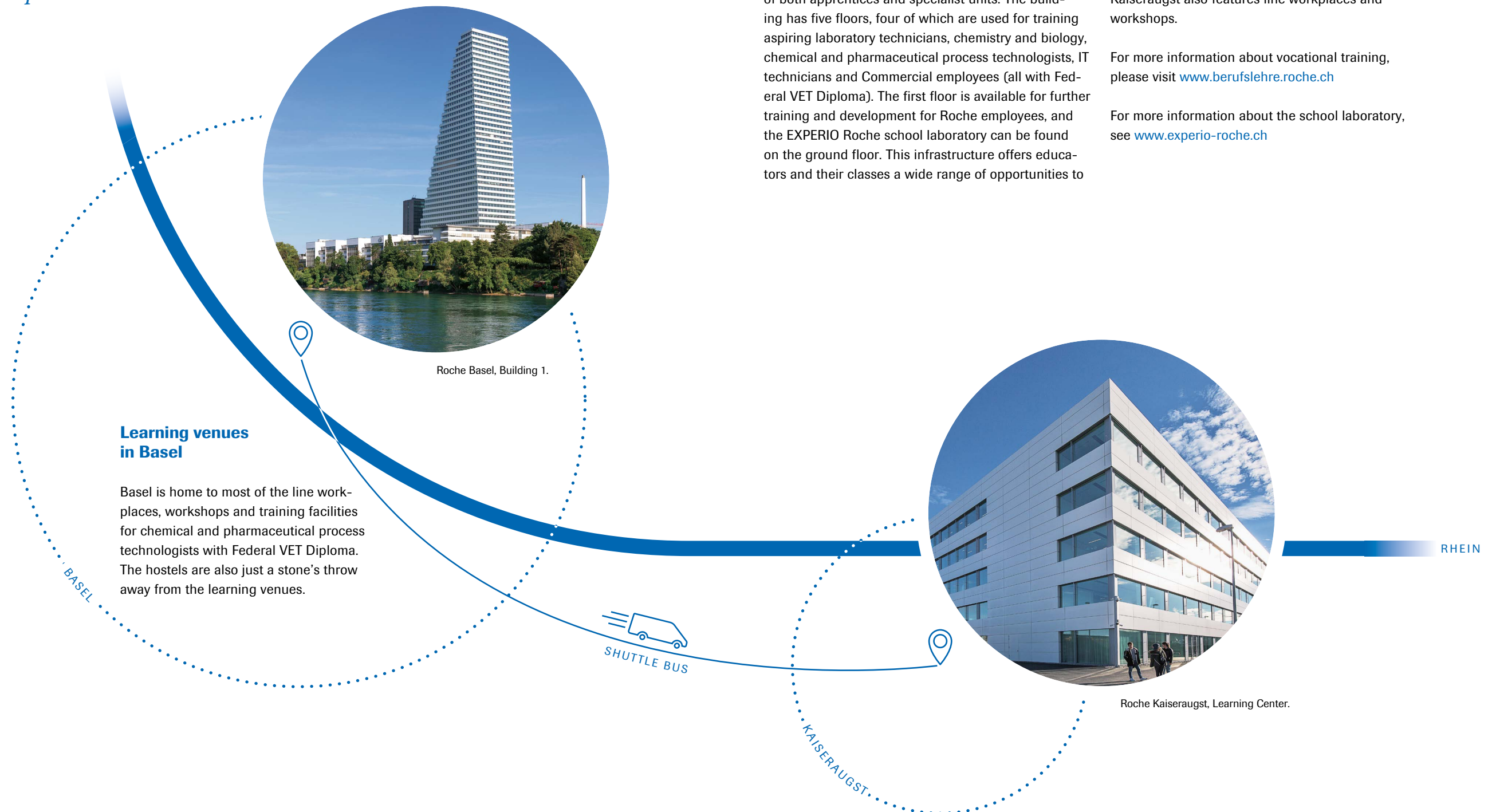


Everyone is an important part of the team.



# Make great progress over short distances. The learning venues.

*Roche offers an excellent infrastructure for apprentices in Basel and Kaiseraugst. The learning venues are easy to reach using public transport or the Roche shuttle bus.*





## *The training gallery.* **Impressions.**

*Life isn't just about learning and working. Introduction days, trips and offsite workshops are also part of modern, integrated training. After all—these also promote a good working environment at Roche. Our training gallery shows this.*



## From apprenticeship start to graduation celebration

Vocational training at Roche is an exciting and important stage in the life of young adults. Those who bring potential and are motivated and hard-working will enjoy a modern, high-quality and integrated training programme, and successfully complete this period with fond memories.



We carried out a survey regarding the recommendation and differentiation of Roche as a training company with all 1,200 apprentices from Germany and Switzerland. The word clouds capture the most frequently mentioned statements from all of their responses.



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