

Tri-Mission France Foreign National Student Intern Program Announcement



U.S. Missions to France, OECD, & UNESCO

**Open to: All non-U.S. Citizen Students
Resident in France**

Date: March 5, 2012

**Current
Internship: Consulate General, Marseille.**

**Deadline
to apply: March 19, 2012**

Internship Description

The Consulate General Marseille requires a qualified Stagiaire to research and suggest ways to promote trade and business for U.S. companies interested in establishing markets in the region and generally to create close links between U.S. and French Mediterranean markets. This includes the cultural context and commercial interests of the region, and common (Franco-American) commercial interests. This may also include barriers to U.S. goods and trade in the French market. The Stagiaire will also study areas and ways to stimulate French investment in the U.S. in agriculture, goods, and services.

Gratuitous Service: There are no benefits attached to this internship opportunity, no compensation, leave accrual, nor any future employment rights.

Eligibility Requirements:

- Must be at least **18 years** of age.
- Must possess a **baccalaureate diploma** or a **high school diploma** or have completed an equivalent secondary school program.
- Must be currently enrolled in a post baccalaureate program in good academic standing and able to provide a certified transcript to verify academic standing.
- Must complete a “Convention de stage” signed by the current academic institution. The Convention de stage must include school medical insurance.
- Must demonstrate the potential to accomplish the type of work to be performed.
- Must meet the requirements of the advertised internship opportunity.
- Must be able to receive a security certification.
- Must be able to receive a medical clearance through the Embassy’s Occupational Doctor.

Hours: Full-time 35 hours a week, 7 hours daily Monday through Friday.

Duration: 2 months maximum between May and end of June **or** between September and end of October
(Please specify your preferred time frame in your Statement of Interest)

Required Skills/Qualifications: (These may be tested)

1. Education:

- Must possess Bachelors degree or equivalent academic education in Political Science, Business, or Commerce.

2. Knowledge:

- Knowledge in the culture and business climate in south of France.

3. Language Proficiency:

- English (Writing-Reading-Speaking): Good Level.
Must be able to read, analyze and draft documents in English.
- French (Writing-Reading-Speaking) native speaker

4. Skills:

- Must be able to use the Internet to conduct information searches.
- Must be able to create documents using Microsoft Word.
- Must be able to create basic spreadsheets using Microsoft Excel.
- Must be able to use Microsoft Outlook for e-mail messaging etc.
- Good interpersonal skills

Application Filing Procedures:

To be considered, intern applicants are asked to submit the **three** following documents:

- A Curriculum Vitae
- A Statement of Interest to include your objectives and motivation for seeking this internship opportunity and how your academic coursework and other experiences relate to the internship opportunity you are applying for.
- Official enrollment from your educational institution, such as a copy of your student card.

Submit application by the announcement's closing deadline:

Embassy of the USA
Human Resources Office
ATTN: FNSIP Coordinator
2 Avenue Gabriel, 75382 Paris Cedex 08

or email your completed forms to ParisRecruitment@state.gov prior to the announcement's closing date.
(Please add "Internship Strasbourg" to the subject line of your e-mail)

The U.S. Mission in France provides equal opportunity and fair and equitable treatment in employment to all people without regard to race, color, religion, sex, national origin, disability, age, political affiliation, marital status, or sexual orientation.

