

Sample job advertisement

1 Title (m/w/d)

80%- 100%, Zurich, permanent

2 Introduction

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3 Project background (optional)

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4 Job description

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5 Your Profil

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- labore et dolore magna aliquyam erat, sed diam voluptua.
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6 Your workplace



7 We offer (optional)

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8 Equal Opportunity Employer Statement

In line with our values, ETH Zurich encourages an inclusive culture. We promote equality of opportunity, value diversity and nurture a working and learning environment in which the rights and dignity of all our staff and students are respected. Visit our Equal Opportunities and Diversity website to find out how we ensure a fair and open environment that allows everyone to grow and flourish.

9 Curious?

We look forward to receiving your online application with the following documents:

- Document 1
- Document 2
- Etc.

Please note that we exclusively accept applications submitted through our online application portal. Applications via email or postal services will not be considered.

Further information about the [departement/ institute], can be found on our website website.ethz.ch For more information about the position, contact [Titel/Herr/Frau/Name] (no applications).

The General Terms and Conditions of ETH Zurich apply to personnel placements.

1 Title

The title is made up of the job title and the field of work. The workload, place of work and type of contract (temporary or permanent) automatically appear as subtitles.

2 Introduction

Introduce the institution or department in two to three sentences.

3 Project background (optional)

This paragraph can be optionally added for advertisements.

4 Job description

Description of the work objectives, tasks, skills and links to other positions, what makes the position appealing, and the parameters (preferred start date, potential willingness to travel, shift work, explanation of the employment period for fixed-term positions, etc.)

5 Your Profil

Description of all the key qualifications required (level of education/ qualifications, work experience, expertise, skills and personality traits).

6 Your workplace

The place of work is displayed via Google Maps. If the position involves multiple places of work, this must be explained in the paragraph 4 Job description.

7 We offer (optional)

What is distinctive about the work in your department/group? For example, describe training opportunities, career development prospects, your team culture, working and employment conditions or your commitment to diversity (flexible working hours, possibility for part-time work, home office etc.).

8 Equal Opportunity Employer Statement

In order to express ETH Zurich's commitment to equal opportunities and diversity, an Equal Opportunity Employer (EOE) Statement is included in all job advertisements.

9 Curious?

Details of all the relevant information for the application (application documents, application deadline, link to the website of the department or institution, point of contact for further information, information on the selection process).

10

Apply online now

11 ETH Zürich



ETH Zurich is one of the world's leading universities specialising in science and technology. We are renowned for our excellent education, cutting-edge fundamental research and direct transfer of new knowledge into society. Over 30,000 people from more than 120 countries find our university to be a place that promotes independent thinking and an environment that inspires excellence. Located in the heart of Europe, yet forging connections all over the world, we work together to develop solutions for the global challenges of today and tomorrow.

Let's connect



10 Online application

All applications must be submitted online. Applications via email or postal services will not be considered.

11 ETH Zürich

This paragraph is included in all job advertisements and cannot be edited. Alongside a short description of ETH Zurich and the video [Ready?](#), there are links to the website [Working, teaching and research](#) and ETH Zurich's official social media channels.

Please Note

- On the ETH job portal, changing images are displayed over the job title. These images as well as the ETH logo are a part of ETH Zurich's corporate design and cannot be altered.
- If the work contract is not issued by ETH Zurich, the advertisement will be marked as a "Partner advertisement". In this case, the paragraph ETH Zurich and the option to apply via the recruitment tool are not included.

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