

# Expression of Interest for an Internship in Mongolia

Note that the Swiss Consulate in Mongolia is not a placement agency for interns. The responsibility for finding an internship is with the applicant. The Swiss Consulate is willing to facilitate the process in a informal way, by collecting expressions of interest and passing them to interested organizations working in Mongolia. The Consulate does not engage in a written dialog with the applicants. Interested organizations in Mongolia are expected to contact the applicants based on the information provided in this form.

1. Family name(s)	2. First (and middle) name	3. Sex	4. Date of birth (dd, mm, yy)	5. Place of birth
6. Nationality		7. Marital status		
8. Email address				
9. In case of emergency, notify (incl. telephone no.)				
10. Please indicate your preferred starting and ending dates for the internship. Please also indicate both the earliest and the latest dates on which you are available to start and end the internship respectively.				
11. What is your preferred project you would like work with or area of interest (Agency, NGO, school, etc.)?				
12. What are your preferred activities (e.g. research, media communication, administrative work, legal analysis, etc...)?				
13. What is your motivation to look for an internship in Mongolia?				
14. Knowledge of languages – What is your mother tongue?				
Other languages				
Advanced	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Intermediate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Basic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Additional information:				
15. EDUCATION				
A. University				
Major courses	Grade-Average-Point		Attended from – to	

Minor Courses		
B. Schooling or other training		
Name, place, country	GPA	Duration
<b>16. WORK EXPERIENCE</b> Please describe any previous practical experience you may have had, giving full details of your duties (please include present employer, if applicable. Use additional pages of the same size if necessary).		
<b>17. REFERENCES</b> Please provide details of two persons not related to you who are familiar with your qualifications and character.		
FULL NAME and TITLE	FULL ADDRESS	CONTACT INFORMATION
<b>18. The Swiss Consulate is not in a position to fund internships. How do you intend to support yourself? What support do you still need/expect from an interested agency or NGO?</b>		
<b>DATE :</b> _____ <b>SIGNATURE/NAME :</b> _____ (in the electronic form)		
<b>ANY OTHER COMMENT YOU WISH TO MAKE:</b>		

Please send your application by email to [chacmn@sdc.net](mailto:chacmn@sdc.net) – Subject: Intern application.

*Note again that the Swiss Consulate in Ulaanbaatar is not a placement agency, this is purely a facilitation offer and the Consulate will not engage in email conversations with the applicants.*