



Spouses/partners of employees of International Geneva Dual Careers: UNIGE 4.11.2025





### Welcome

Ms. Martine Collart, Vice-rector, University of Geneva



## Ambassador Yannick Roulin, Director of International Geneva Welcome Centre



# WHO ARE WE?

A non-profit organisation, founded in 1996 by the Swiss Confederation and the Republic and canton of Geneva.

The 'one stop shop' facilitating the settlement and the integration of employees of International Geneva and their family members.

Assistance to NGOs and support to delegates attending conferences in Geneva.

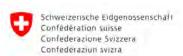
Thanks to the support of public and private entities, CAGI's services are free of charge.





# **OUR MEMBERS**

## Founding members





#### Associate members





Association des Amis

Fondation pour Genève



**FIPOI** 

FONDATION

POUR GENÈVE

## Supporting members





# CAGI'S SUPPORT AND SERVICES

#### WELCOME SERVICE

- Housing & Information
- Welcome Programme
- Conversation Exchange Programme
- Practical information to live in Geneva

#### **EMPLOYMENT FOR INTERNATIONALS**

- CAGI Recruitment Platform
- Private Household Employees platform
- Dual careers to assist spouses/partners

#### CULTURAL KIOSK AT UN GENEVA AND CERN

- Ticket sales, special offers/recommendations

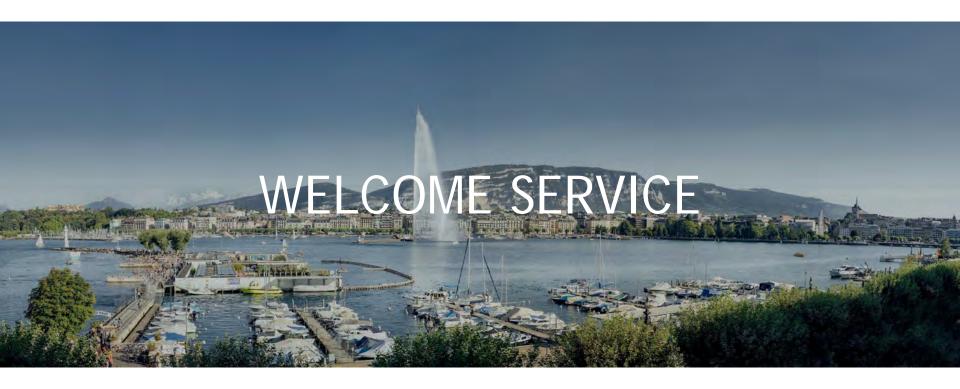
#### **CIVIL SOCIETY SERVICE**

- Services for NGOs
- Accommodation for Visiting Delegates
- Delegates Information Desk

#### **SPACES FOR RENT**

- CAGI's meeting spaces
- FIPOI Auditorium & other spaces









# HOUSING INFORMATION

- Settling-in & departure support
- Proofreading of rental contracts and tenancy law advice
- Housing offer primarily for internationals and online housing platform
- VIP Service for Permanent Representatives, Heads of IOs and their Deputies
- Support Permanent Missions and NGOs in their search for office spaces

#### Contact





# WELCOME PROGRAMME



If you have been in Geneva for less than a year and are eligible, sign up for the Programme and stay informed of the next event!



<u>Download the Programme's brochure</u>







# PRACTICAL GUIDE FOR NEWCOMERS

A practical guide to facilitate your settlement and integration before your arrival in Geneva and during your stay.

- Practical information (video/brochure)
- 2. Housing in Geneva
- 3. Welcome Programme





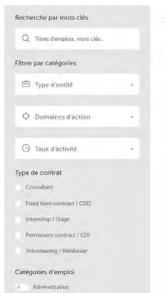


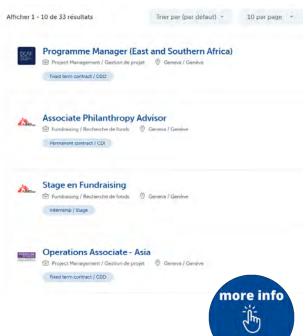




# CAGI RECRUITMENT PLATFORM







Access the platform



# PRIVATE HOUSEHOLD EMPLOYEES PLATFORM



A platform dedicated to members of the staff of:

- diplomatic missions
- permanent missions
- consulates
- international organizations

People looking for a job and those looking for a domestic employee must register online by creating a profile on the platform





# CONTACT

La Pastorale Route de Ferney 106 1202 Genève Mo-Fr: 9 a.m. - 4:30 p.m.

+41 (0)22 546 14 00

welcome.cagi@etat.ge.ch Access map



www.cagi.ch















Professeur, Pierre-Yves Martin Directeur Welcome Center

# Spouses/partners of employees of International Geneva – Dual Careers

## 4 November 2025











## **Welcome Center**

2012 Creation of the Welcome Center – a partnership between HUG and UNIGE

2017 Expansion of the partnership with HES-SO under the responsibility of UNIGE











# **Welcome Center**

- Professors UNIGE / HES-SO
- Post-doctoral staff
- PhDs
- Senior medical staff of the HUG.



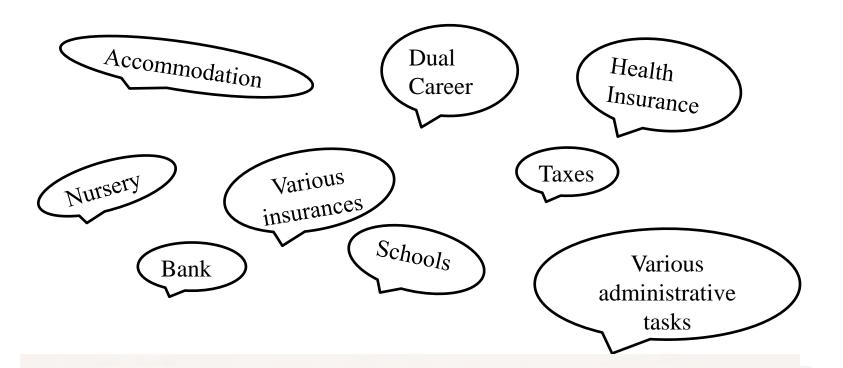








# **Welcome Center - Relocation**





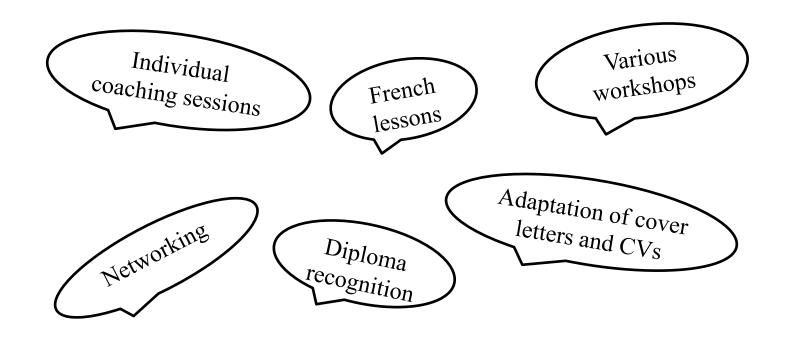








# **Welcome Center - Dual Career**













## **Welcome Center**

Boulevard de la Cluse 55 1205 Genève www.welc.ch info@welc.ch

Michèle Saadi-Baubet

Michele.saadi-

baubet@unige.ch

022 379 49 84 **Anne Meylan** 

Anne.meylan@unige.ch

022 379 49 82

**Luis Coupland** 

Luis.Coupland@unige.ch

022 379 56 91

**Cris Montgomery** 

Cris.montgomery@unige.ch

022 379 49 83



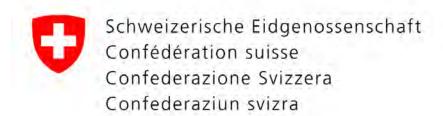












## Ms. Laurénie Sulliger, Attachée Legal and Protocol Affairs Swiss Permanent Mission



# The Ci working permit for legitimation cards holders: opportunities and applicable rules

CAGI Spouses/partners of employees of International Geneva – Dual Careers

04.11.2025





## <u>Ci permit – Opportunities</u>

- Provides an easy access to the Swiss labour market for the family members of staff of permanent missions (PM) and international organisations (IO)
- Ci permit is granted without consideration of
  - quotas on foreign workers
  - labour market regulations
- Applies for:
  - consultancy and internship in PM and IO
  - work in private sector
  - work as an independent
  - work from Switzerland for an employer based abroad (incl. IO)



## Ci permit – Opportunities

- Ci permit is granted to the following family members:
  - ⇒ spouse & partners
  - ⇒ unmarried children who entered Switzerland before the age of 21
  - ... who are holding legitimation cards type "B", "C", "D", "E", "G", "I", "L" "P" and "R"
  - ... who live in Switzerland together with the principal beneficiary
- Ci permit holder continues to enjoy all of the **privileges and immunities (P&I)** to which they are entitled to as family member (private life), except with regard to their gainful activity
- Ci permit vs legitimation card type "H" (consultants & interns)
  - diplomatic status (see above)
  - unemployment benefits
  - health insurance
  - driving licence



## <u>Ci permit – Procedure</u>

- 1. The applicant fill in the **form** *Ci-permit Attestation for the access to the Swiss labour market* 
  - ⇒ available on the Swiss Mission's website, section Manual: forms
- 2. If conditions are met, the Swiss Mission sends the requested **attestation** (free of charge)
  - ⇒ it certifies to potential employers that he/she is not subject to Swiss ordinary rules
- 3. A request for Ci permit is submitted to the cantonal population office of the place of residence
  - ⇒ attestation from the Swiss Mission; proof of future employment; OCPM: form "K"
  - ⇒ subject to a fee and additional commercial or health authorisations, where applicable
- → Cl permit is granted in exchange of the legitimation card



## Ci permit – FAQ

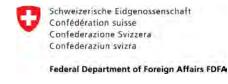
When can the activity start?

**As soon** as the application has been submitted to the population office of the place of residence (where applicable, when the necessary authorisations have been obtained from the competent Swiss authorities)

- Validity of the Ci permit?
  - ⇒ For the duration of the contract or independent activity, maximum 2 years (renewable)
  - ⇒ As long as the principal beneficiary exercises official duties and the conditions are met
- Renewal of the Ci permit / change of employment ?

The cantonal population office is in charge of renewing / amending the permit

- What happens at the end of functions?
  - ⇒ Keep the Ci permit for the duration of unemployment insurance benefits, if applicable
  - ⇒ Return the Ci permit to population office & request legitimation card back through PM/IO



## Ci permit – Rules and regulations

- 1. Family members are not allowed to work with their legitimation card as spouse/children, unless so authorised by the cantonal population office (ex: incidental gainful activity, summer job as student)
- 2. Ci permit holders are subject to Swiss law with regard to their gainful activity:
  - ✓ Swiss income tax on the gainful employment (in principle, taxation at source)
  - ✓ Swiss social insurances (AVS/AI/APG/AC, LPP) and to Swiss accident insurance
  - ✓ No immunity in case of claims related to their gainful employment
  - ✓ EU/EFTA nationals, family member of a career staff member of an EU/EFTA permanent mission: subject to compulsory Swiss health insurance (LAMal) (cf. Agreement on the Free Movement of Persons, AFMP)

B permit



## Access to Swiss labour market – B permit

Ci Permit

EU/EFTA nationals may apply for an ordinary residence permit (B permit) instead of a Ci permit, under AFMP

<u> </u>	<del></del>
Privileges and immunities	
Keeps P&I in private life (if any)	no P&I
Status in Switzerland	
Depends on principal beneficiary	Independent from principal beneficiary
(official duties and common household)	B permit → C permit → Swiss citizenship
Family members of IO staff members benefiting from the IO health coverage	
Automatic exemption from Swiss health insurance	Must apply for an exemption to Swiss health insurance within 3 months
Income taxes and Swiss social insurances	
Both are subject to	



## For more information

#### Practical Manual of the regime of privileges and immunities and other facilities (website)

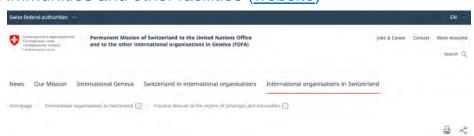
- Members of family → Overview of Ci permit
- **Taxation** → Ci permit taxation
- Forms → Ci permit attestation

#### Law

Article 22, Host State Ordinance (HSO)

#### Contacts

Permanent Mission of Switzerland
Rue de Varembé 9 (6ème étage) – 1202 Geneva
+41 58 482 24 24
geneve.oi@eda.admin.ch



## Practical Manual of the regime of privileges and immunities and other facilities

The permanent missions in Geneva, the international organisations in Switzerland and their staff members benefit from a certain number of privileges, immunities and facilities. The purpose of the following instructions is to provide them with information about the administrative rules and the procedures that apply in certain areas.

The Host State Division of the Permanent Mission of Switzerland to the Office of the United Nations and to the other international organisations in Geneva has created a manual on the regime of privileges, immunities and other facilities. These instructions are intended for the permanent missions, the international organisations and their staff members. The information is provided purely as an aid and is not legally binding on the Host State. Federal Department of Foreign Affairs FDFA

# Thank you for your attention







Mr. Roman Andreyev, Partner President - IDCN Lake Geneva



INTERNATIONAL DUAL CAREER NETWORK

How to integrate into the local job market?





### **About me**







#### **Roman Andreyev**

- Joined IDCN in Sept 2024 → Partner President of IDCN Lake Geneva since Oct 2025
- Marketing & Sales professional with 18 years of experience, combining commercial expertise with leadership, managing companies and teams of 50+ people in innovative building materials, adhesives, and flooring solutions.
- Relocated to Lausanne in June 2024 with my family: husband, father of two sons, and we also have a dog





#### What is IDCN?



#### **IDCN Lake Geneva Steering Committee**



#### Founded in 2011 by Nestlé, PMI, EY and CVCI

- A response to the dual-career challenge
- **©** Supporting the spouses and partners of international employees
- ★ Today:
- Present in **15 locations worldwide** (Europe, Americas, Asia)
- 3,500+ partner members
- 120+ corporate partners
- Offering events, workshops and networking opportunities
- Helping spouses integrate professionally and socially in Switzerland



#### **Mission & Vision**

#### **Corporate Members**



#### **Key Metrics**



#### **Our Mission**

Facilitate the professional and social integration of international employees' spouses/partners by:

- Providing a strong and inclusive professional network
- Creating events to build skills and confidence
- Supporting companies in their diversity & inclusion objectives

#### **Our Vision**

A world where every international mobility becomes a successful opportunity for the whole family:

- Partner employment as a key factor in the success of an expatriation
- Building a global community of support and inspiration
- Becoming the global reference for dual-career solutions



### Who are our Partner Members?

- Spouses/partners of employees from member companies
- Qualified professionals with diverse backgrounds (marketing, finance, IT, sciences...)
- Multilinguals, often 2–3 languages or more
- · For many, this is not their first international mobility
- Motivated, open-minded, and able to bring real value to local companies



### **Key Figures**

- More than 500 members representing 24 companies in the Lake Geneva area
- 74 nationalities represented
- 38 languages spoken
- Various professional background: marketing, IT, finance, R&D, HR, etc.

### Most frequent questions:

- "Where should I start? How do I find a job?"
- "Who could guide me?"
- "Why is everything so different here?"
- "Maybe I should learn French?"
- "Why doesn't my CV work here?"
- "How do you network in Switzerland?"



### So what do we do?

#### **IDCN Events Calendar 2025**











### **Corporate Events:**

Meet recruiters and managers directly

### **Career Mornings:**

#### Workshops & Masterclasses:

#### **Social Events:**

Connect with the community, share experiences, make friends

#### Volunteering:



### **Events Topics**



**Business creation in Switzerland** 

**SUNSTAR** 

**Work Opportunities at Sunstar and Recruiting Process** 



**Rebranding and Networking in Career Transition** 



Unleash Your Potential: Discovering Nestlé's Recruitment Secrets



**Driving Change through Careers in Public-Private Partnerships** 



**Spousal Employment Support Event - How to Succeed in your Job Search** 



### The purpose of our events









- **Build** a platform for exchange and mutual support
- Create opportunities for personal networking: friends, contacts, community
- Connect members with HR and managers for professional networking
- Share valuable insights on the Swiss job market
- Boost confidence and open new perspectives for spouses/partners
- Support companies in achieving their diversity & inclusion goals



### Our team

### IDCN, Lake Geneva Organization Chart



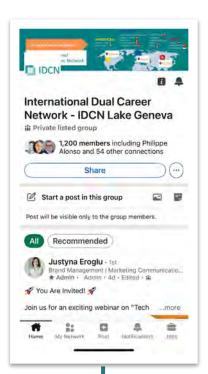
### **Volunteers keep IDCN alive every day:**

- Organize events and welcome new members
- Engage the community and create opportunities

### **\*** Benefits for volunteers:

- **Develop** new skills (communication, leadership, organization)
- Integrate faster into local society
- Strengthen your CV with valuable experience
- Build lasting friendships and connections

### **Newsletters, Posters, Success Stories**









LinkedIn group

success stories published newsletters

event posters



### The Next Event





4<sup>th</sup> December, 2025

**Topic: To Be Discussed** 



## Thank you!





## découvrir

Ms. Sarah Gamblin, Communication, fundraising and partner relations officer, Association Découvrir



## WHO WE ARE



**Mission** 

#### From 2007

Recognizing skills and promoting the integration of highly skilled migrants into the Swiss labour market



### Target group

- Individuals of foreign origin (primarily women)
- University-level education
- Established in Switzerland for less than 5 years
- Valid work permit



- Help overcome obstacles to professional integration
- Promote the potential of highly skilled migrant talents
- Avoid professional disqualification and the waste of skills

5 branches across 4 cantons: Geneva - Neuchâtel - Lausanne - Renens - Sion



### ACTIVITIES

- French & English courses
- Support for the recognition of foreign diplomas
- Support in optimizing application package to meet Swiss standards
- · Optimizing LinkedIn profile
- Thematic info sessions
- Job coaching events
- Networking events
- Training & coaching programme (ProActe)
- Mentoring programme



Switzerland

## KEY FIGURES

### **Since 2007**

- 5 branches in 4 Cantons of Switzerland (Geneva, Neuchâtel, Vaud and Valais)
- 6'700 talents supported (86% women / 14% men)
- 150 nationalities represented
- 382 professions
- +60 active partnerships
- 18 years of action in support of professional and social integration

"Recognising talent and promoting equality in Switzerland."

### NETWORK





Espaces · Liens · Féminismes













Coordination asile.ge

découvrir

"A network with shared interests to drive greater impact"

# INITIATIVES WITH PARTNER BUSINESSES



AWARNESS-RAISING
EVENTS
Diversity & professional
equality



SKILLS VOLUNTEERING mentoring, speed-dating, career guidance, etc.



RECRUITMENT
digital platform, internship
opportunities, Diversity and
Inclusion Charter



### PARTNERS









**L'ORÉAL** 







































### Angela CUADRADO

"My journey with **Association découvrir** opened the door to my professional reintegration in Geneva.

Relocating internationally meant reshaping my career and rebuilding my professional identity.

**découvrir** supported me in rediscovering my confidence, my network, and my place in the community because talents thrive beyond borders."

découvrir



## CONTACT

- m www.associationdecouvrir.ch
- +41 22 732 75 40
- info@associationdecouvrir.ch



- m www.linkedin.com/company/association-découvrir
- www.facebook.com/ASSOCIATIONDECOUVRIR/
- www.instagram.com/associationdecouvrir/







## 15 minutes Coffee break





Mr. Mario Marchesini, Deputy,
Department of Economic Promotion and Support,
Chambre de commerce, d'industrie et des services de Genève (CCIG)





DES ENTREPRISES GENEVOISES DEPUIS 1865

## The CCIG in brief

Founded in 1865, the CCIG is a private-law association that operates independently of the State.





### We are committed to you

## Assurer une économie forte

Promouvoir les entreprises membres



### **Advocate**

for a business environment that fosters the entrepreneurial, social, and environmental performance of companies.

### **Promote**

our Members by facilitating business connections.

### **Provide**

services that support our members' development, particularly in sustainability and digital transformation.

### Be

a model of social responsibility by integrating best practices within the CCIG.



## The CCIG in a few figures

1865 | (Members +2'700)



+ 30 ¬

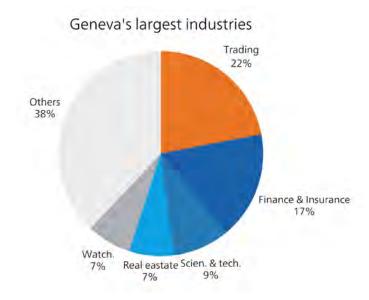
**Benefits** 

## **Geneva's Economy**A diversified economy

International Geneva makes a major contribution to the cantonal economy. Intergovernmental organizations alone account for 7% of GDP.

Geneva's GDP IO Gov. Public sector Private sector 73%

Geneva also boasts a diversified privatesector economy, built on several high valueadded clusters.



## **Geneva's economy Key figures**

### Geneva, an economic heavyweight

- GDP: CHF 63.4 billion
- 7.7 % of Switzerland's total GDP
- 360'173 jobs (FTE)
- Resident labour force: 238 221
- GDP per capita: CHF 120,137
- Median gross salary: CHF 7'609 (91k annual)
- Over 3,000 new businesses created each year
- 50,000 jobs created over the past ten years
- 38 international organizations and 750
   NGOs (30,000+ jobs)

Enterprises 43,699	Share	Jobs (FTE)
Micro-enterprises	87.5 %	22.1 %
Small enterprises	8.9 %	20.6 %
Medium-sized enterprises	2.4 %	21.8 %
Large enterprises	1.2 %	35.5 %

## "HOST STATE" REGIME (FDFA) Legitimation Card & Ci Permit

### **Legitimation card (CDL)**

- Legal basis: Host State Act / Ordinance (LEH / OLEH)
- Issued by FDFA (Mission Suisse)
- For diplomats & staff of international organisations (+ families)
- Special residence status, outside LEI
- No gainful employment (except ≤ 10 h / week with cantonal approval, art. 44 OASA)

### Ci permit (family members)

- Legal basis: art. 45 OASA; art. 30 LEI
- For spouses / partners / children (≤ 21 or ≤ 25 if dependent) living in Switzerland
- Full labour-market access (no quota, no priority test)
- Valid only while the principal holds a CDL
- Ends when assignment or marriage ends, or on departure from Switzerland



## ORDINARY REGIME (LEI / OASA) Standard Swiss residence permits (B / L)

### Scope

Applies to non-host-state residents (incl. former CDL / Ci holders)

### Key criteria for third-country nationals (art. 18-23 LEI)

- Swiss economic interest required
- Job market priority for Swiss & EU/EFTA workers
- Usual salary / conditions must be met
- High qualifications expected
- Subject to federal quotas

### **Exemptions / shortcuts**

- Spouses of Swiss, EU/EFTA, or B/C permit holders → direct access to work
- Ci holders retain free labour-market access

### Switch of regime

- Notify FDFA (Mission Suisse) to renounce CDL/Ci
- Apply to OCPM Geneva for B permit
- Then fully subject to Swiss law (tax, AVS/AI, LAMal, labour rules)



## **KEY ADVICE IF YOUR (OR YOUR SPOUSE'S) STATUS CHANGES**

### 1. Anticipate the loss of the CDL/Ci

- Say it: "I'm likely to lose my job / my spouse will leave the organisation."
- Don't wait until the CDL is already withdrawn.

### 2. Secure an employer / client upfront

- Ordinary regime (LEI) = employer must prove the search on the Swiss/EU market.
- A written support letter / mandate as independent consultant is very helpful.

### 3. Be mobile — think beyond Geneva

- Geneva = many candidates with international profiles → high competition.
- Same federal rules, but not the same labour market.

### 4. Use the strong routes first

- If your spouse is Swiss / EU-EFTA / B or C → use **family reunification** (fastest, most secure).
- If you are EU-EFTA yourself → exit the host-state regime and ask for B EU/EFTA.

### 5. Keep everything compliant

- No work with the CDL itself.
- If you start an activity → declare it and switch to the right permit.

Thank you for your attention







Ms. Julia Pelé, Associate Michael Page Ms. Anita Belitz Krasniqi, Senior Career Development Consultant and Coach, TNP **The Swiss Job Market** 

First steps in your job search



**Michael Page** 



### THE SWISS JOB MARKET IN 2025

2.8%

Unemployment rate for the first semester

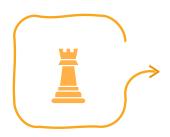
figure provided by the Federal Government – slightly down vs. 2024.

Most sectors are affected by the global economic slowdown, particularly exportoriented companies.

Decrease in permanent roles, increase in temporary positions.



### **BE THE GAME CHANGER**



## END OF A MANDATE ≠ END OF A CAREER

Your international experience is valuable. It now needs to be adapted to a new context.



### THE SWISS MARKET IS DEMANDING

A competitive and relationshipbased market.

Stand out through your expertise, cultural understanding, and command of national languages.



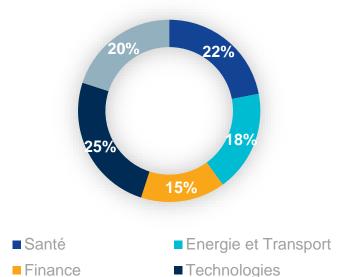
### 8 TO 10 MONTHS TO REPOSITION YOURSELF ALONE

With a clear strategy and the right support, this can be reduced to 3–5 months.

Be the Game
Changer

### IN DEMAND INDUSTRIES & SKILLS

### **Hiring industries**



Autres

:Creativity programming Time CLOUD = {alance kritica € Criticaln Adaptability ± Thinking ₽ **4 STEPS TO REPOSITION YOURSELF** 

CLARIFY YOUR GOALS

Know what you want – and what you no longer want

REFRAME YOUR EXPERIENCE

Translate your experience into concrete achievements that are relatable for the Swiss private / public sector

UNDERSTAND THE SWISS MARKET
Less visible positions, emphasis on stability, expectations of versatility, compensation

ACTIVATE YOUR NETWORK

Applying is not enough. You need to be referred, introduced, and visible in professional circles.





### **HOW TO STAND OUT**



### Local expertise is welcome

- Past professional experiences
- Volunteering and non-profit involvement
- Local training
- Mastery of a national language



#### **Human skills**

- Professional references
- Behavioral examples
- Interview communication



#### **Networking**

- Professional clubs
- Recruitment agencies
- Outplacement firms
- Themed networking events
- Training opportunities



### **Importance of Linkedin**

- An up-to-date LinkedIn profile
- Consistent with your CV
- Article publications
- Recommendations from colleagues, managers, clients
- Recruitment ready

### **BRIDGES TO YOUR NEXT ROLE**



Other international public sector actors

Swiss foundations



Swiss public sector
Start-ups & SME
Consulting firms
Multinationals, Banks



### **Transferable roles:**

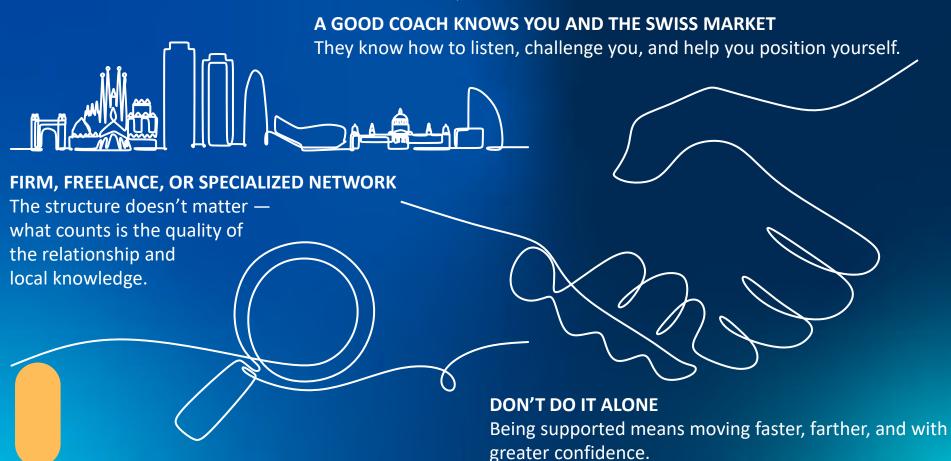
- Institutional communication ↔ Corporate communication
- Humanitarian project management ← IT/industrial project manager
- Development data analyst ↔ Data analyst
- International law lawyer ↔ Corporate lawyer
- NGO HR ← Talent acquisition / HRBP
- Humanitarian logistics ↔ Supply chain manager
- Sustainability-related job



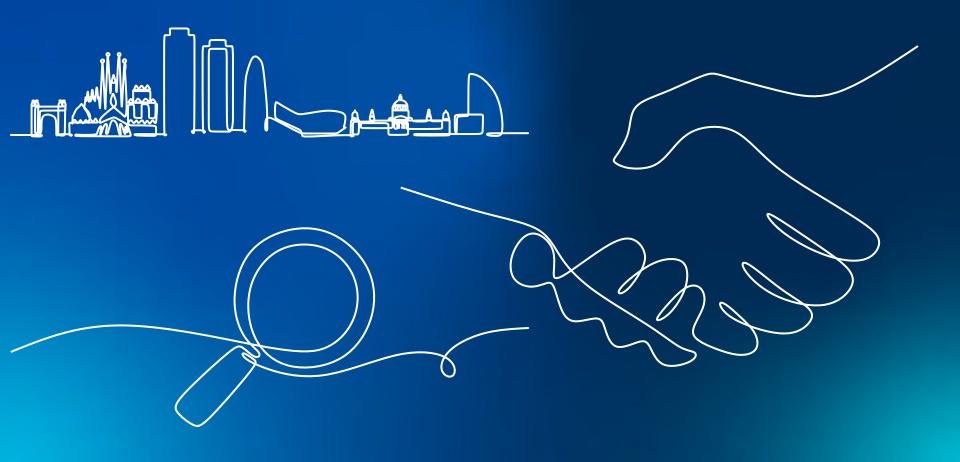
### **Types of bridges:**

- Temporary missions (consulting, secondments)
- Intersectoral mobility programs
- Co-financed continuing education
- Networking and career transition platforms

### **CAREER SUPPORT: A LAUNCHPAD, NOT A LUXURY**



### **TESTIMONIAL: Success Story – CASEY**



## Michael Page

Part of PageGroup





### **Q&A** session

Introduction to CAGI's services and to the Welcome Center Mr. Yannick Roulin, Ambassador, Director of <u>CAGI</u>
Professor Pierre-Yves Martin, Director of the <u>Welcome Center</u>

The Ci working permit for legitimation cardholders: opportunities and applicable rules *Ms. Laurénie Sulliger, Attachée of the <u>Permanent Mission of Switzerland to the UN</u>* 

Presentation of the International Dual Career Network Mr. Roman Andreyev, Partner President, IDCN

Presentation of the "Association Découvrir"

Ms. Sarah Gamblin, Communication, fundraising and partner relations officer of Association Découvrir

Geneva's Business Ecosystem and Career Opportunities for International Professionals

Mr. Mario Marchesini, Deputy, Department of Economic Promotion and Support, Chambre de commerce,
d'industrie et des services de Genève (CCIG)

How to optimize your job research and applications

Ms. Julia Pelé, Associate, <u>Michael Page</u> and Ms. Anita Belitz Krasniqi, Senior Career Development Consultant and Coach, <u>TNP</u>