



AZEK is a leading training center for financial professionals in financial analysis, wealth management, financial operations, data science, digitalization and ESG. Our courses lead to federal and international diplomas and certificates. Our courses are held in presence and online. **With immediate effect, we are looking for students for our courses in Zurich joining our pool of**

Course Assistants, 20%-40% permanent

The Course Assistant is the main technical support person during the AZEK courses.

Responsibilities

- Technical support during the online course including:
 - Preparation of the course in the course room at the course location
 - Setup hardware (camera, video, audio, microphone, laptop etc.)
 - Manage the Zoom video conference (start, record, etc.)
 - Support teacher and students in case of technical issues (video, audio, screen share, etc.).
- Represent AZEK during the course

Qualifications

- Fluent spoken German, fluent spoken English, understanding French
- Basic technical understanding, ability to solve technical problems during the course, reliability, duty awareness, service oriented, initiative, professionalism, ability to remain calm under pressure
- New Course Assistants will be introduced thoroughly

Place of work, working hours, payment

- Bildungszentrum Sihlpost, Sihlpostgasse 2, 8004 Zürich (Europaallee @ Zurich HB)
- Your place of residence is recommended to be close to Zurich City
- Flexible working hours up to 2-3 times during the work week from late afternoon to mid evening (working hours are planned ca. 3 months in advance)
- Payment CHF 30.- per hour gross

Apply to:

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