

Raphael Ochsenbein



Education

Bachelor of Arts at the University of Zurich
in Anthropology and Computer Science

2007/2012

Academic Upper Secondary School
Physics and Applied Mathematics

2002/2006

Lower Secondary School

2000/2002

Primary School in Switzerland

1997/2000

Distance Learning School in Cameroon

1995/1997

Primary School in Cameroon

1994/1995

About

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Mobile

+1-857-234-5610

Date of Birth

September 9, 1987

Nationality

Switzerland

Place of Origin

Bern [Be], Fahrni
[Be], Murten [Fr]

Interests

Reading, Aikido,
Pipe Organ,
Photography,
Youth Group Leader

Certifications

First Certificate in
English (Grade A)

TOEFL iBT 115/120

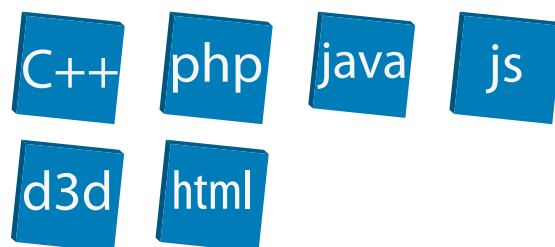
Typographic Course
of the Design
School Bern & Biel

Skillset

Adobe CS6



Programming



Microsoft Office



Employment History

2013/*

- Junior Project Manager at swissnex Boston, Consulate of Switzerland
- Responsibilities: **Personal assistant** to the Consul & Director of swissnex Boston.
- **Science Diplomacy**, by publishing Newsletters and **Twitter / Social Media** communication. **Organisation of itineraries** & support for delegations from Switzerland. **Planning, logistics** for events organized by the Consulate. Web **data-mining, analysis** and intelligence gathering. January 2013 to July 2013.

2012

- Traineeship at the Science and Technology Department of the Embassy of Switzerland, Tokyo
- Responsibilities: Production of the **Annual Report** (layout, typesetting and printing) as well as of two English **Newsletters**. Representing the head of the department at trade fairs and symposia. August 2012 to December 2012.

2011/2012

- Supporting IT Department of the Robert Aebi AG with the Introduction of a New ERP System
- Responsibilities: Assisting the IT Department in the daily business (**user administration** with Microsoft Active Directory, **solving user issues** (Citrix and Windows laptops), **preparing new laptops** for the end users).
- Additionally, working on tasks relating to the **adaptation of Microsoft DynamicsAX 2009** to the business (for example setting up and testing the interfaces to external partners of the business). August 2011 to July 2012.

2010

- Community Service for HIKI
- Responsibilities: **Caring for a chairbound child** with brain damage and assisting his family, including the following: **Brushing teeth, bringing the child to bed, dressing, driving training** with the new electronic wheelchair, **working on the language computer** as well as **looking after** the three children of the family and helping with the **cooking** and **shopping**. Furthermore, the opportunity of visiting the school for handicapped children and **aiding the teacher** was provided. July to September 2010.

2008

- Customer Service for Sunrise
- Responsibilities: **Technological first-level support** for sunrise customers experiencing issues with the **internet service** in the languages **German, French** and **English** through remote assistance. Most notably, problems with the **modem configuration, email service** (Microsoft Outlook) and the **wireless lan**. February to September 2008.

University Courses

Cultural Anthropology (Major)

Title	Grade	ECTS
Thesis: "Studying Virtual Cultures"	5.00	6.00
Religion and Mythology	6.00	6.00
Social Organisation	6.00	6.00
Material Culture	6.00	6.00
Politics and Rights	5.50	6.00
Local Crisis, Global Effects	5.00	6.00
Anthropology of Finance	5.50	6.00
Ecology and Economy	5.50	6.00
Anthropology of Japan	6.00	6.00
Cognitive Schemata	6.00	6.00
Anthropology of Childhood and Parenthood	6.00	6.00
Anthropology of the Middle East	5.50	6.00
Visual Anthropology	5.50	6.00
Anthropology of Violence	6.00	6.00
Anthropology of Globalisation	4.00	6.00
Introduction to Anthropology II	4.50	16.0
Introduction to Anthropology I	4.50	16.0

Computer Science (Minor)

Research Paper in Computer Science	5.25	12.0
Distributed Systems	4.25	3.00
Introduction to Artificial Intelligence	4.75	6.00
Intelligent Assistants	5.75	3.00
Formal Methods for Computer Science II	4.25	6.00
Software Engineering	4.75	6.00
Introduction to Computer Science II	4.00	9.00
IT-Project Management	4.50	3.00
Advanced C++ Programming	4.00	3.00
Formal Methods for Computer Science I	4.25	3.00
Introduction to Computer Science I	4.50	9.00

Studium Generale

Workplace Communication C1-C2	5.75	2.00
Swiss Security Policy	5.00	4.00
Basic Academic Writing Skills	5.75	2.00
The Internet and Social Change	-	4.00
Contemporary Japanese II	4.00	10.0
Contemporary Japanese I	5.00	10.0



Letter of Reference

Period of Internship: January 3 – July 31, 2013

Raphael Ochsenbein born on September 9, 1987 in Burgdorf, Switzerland joined swissnex Boston, the Science Consulate of Switzerland on January 3, 2013 for 7 months to conduct his internship. Among several potential candidates, he had the best profile and was selected to work directly with the Director of swissnex.

His main responsibility was to work as a junior project manager in the area of Science Communication, by publishing two Science & Technology newsletters in English. He also deployed a Twitter reporting on Education, Research and Innovation in Switzerland. Raphael also worked in the field of Science Diplomacy, where he helped swissnex organize the visits of high-level university delegations to Boston, amongst them Ralph Eichler, the President of the ETH Zurich; Antonio Loprieno, Rector of the University of Basel; and Jean-Dominique Vassalli, Rector of the University of Geneva. He supported the swissnex Project Leaders, assisting in the planning, organization and logistics for various events, most notably VentureLeaders 2013 and PlanetSolar DeepWater expedition. During these events he also acted as a photographer. He assisted the communications manager with various tasks in both web-design (homepage and blog, the creation of new email signatures) and print-design (Annual Report), as well as social media (Facebook, Twitter). He also conducted web data-mining to gather intelligence, such as the identification of potential clients, or the latest news, for the projects of swissnex Boston.

We are very pleased to confirm that Mr. Raphael Ochsenbein was a diligent and conscientious intern who quickly adjusted and integrated into a culture new to him. He completed his assigned tasks with little need of supervision and achieved excellent results in terms of quality and quantity. He distinguished himself through a systematic and conscientious approach, sound curiosity and strong interest in his work. His ability to efficiently communicate in English (excellent; TOEFL 115), German (mother-tongue) and French (effective) was a valuable asset.

We have come to know Mr. Ochsenbein as a loyal, team-oriented and cooperative person whose sincere manner was valued by all. His conduct towards superiors, colleagues as well as people from Boston's government, academia and private sector and other Consulates was professional and friendly underlined by his multilingual talent.

After expiration of his contract, Mr. Ochsenbein will return to the University of Zurich in order to continue his studies. We regret his departure and would like to take this opportunity to thank him for his valuable services and to wish him all the best for his future endeavors.

A handwritten signature in blue ink, appearing to read "F. Moesner", with a stylized flourish at the end.

Dr. Felix Moesner
Director swissnex, Consul of Switzerland

Boston, July 12, 2013

Job Reference



Schweizerische
Eidgenossenschaft
Confédération suisse
Confederazione Svizzera

Embassy of Switzerland in Japan

State Secretariat for Education and Research

Letter of Reference

Period of Traineeship: August 15 – December 14, 2012

Raphael Ochsenbein from Bern, Murten, Fahrni (BE) Switzerland, born on September 9, 1987, joined the Science & Technology Office Tokyo at the Embassy of Switzerland in Japan on August 15, 2012 to conduct his traineeship for 4 months. Among several potential candidates, he had the best profile and was selected for the Science & Technology Office Tokyo.

His main responsibility was to support the making of the monthly ST Newsletter from Japan, as well as the bi-monthly Science-Switzerland bulletin as an editor. This included collaboration with Dr. Felix Moesner from Swissnex Boston. Mr. Ochsenbein did important design work for the 32-page S&T Office Annual Report 2012 where he redesigned the complete layout and contributed many photos. He also supported both the exhibition and the symposium of the Swiss Design Prize held at Spiral Hall in Tokyo with his in-depth knowledge of the Adobe Suite. – In parallel, he contributed to several events organized by the S&T Office, such as the WDA forum event, the breakfast-presentation of Blue Planet Prize recipient Dr. Wackernagel, as well as the Switzerland-Japan Joint Committee Meeting. He attended briefings on Photovoltaic and Pharmacy and wrote summaries. Mr. Ochsenbein also compiled an extensive and colorful report on the Tokyo Game Show 2013 and the key-players of the Swiss gaming-industry.

We are very pleased to confirm that Mr. Raphael Ochsenbein was a diligent and conscientious trainee who integrated well into a culture new to him. He completed his assigned tasks with few need of supervision and achieved expected results in terms of quality and quantity. He distinguished himself through his pro-active attitude, sound curiosity, and a strong interest in his work. His ability to efficiently write in English was a valuable asset.

We have come to know Mr. Ochsenbein as a loyal, team-oriented and cooperative person whose sincere and independent work-style was valued by all.

After expiration of his contract, Mr. Ochsenbein will continue his traineeship and move to Boston to work with Swissnex Boston. We regret his departure and would like to take this opportunity to thank him for his valuable services and to wish him all the best for his future endeavors.

Urs Bucher
Ambassador of Switzerland to Japan

Matthias Frey
Head, Science & Technology Office Tokyo

Tokyo, December 17, 2012

Job Reference

Zeugnis

Herr Raphael Ochsenbein, geboren am 9. September 1987, von Bern/Fahrni/Murten, absolvierte vom 1. August 2011 bis zum 13. Juli 2012 ein IT-Praktikum in unserem Unternehmen.

Sein Aufgabengebiet umfasst im Wesentlichen folgende Schwerpunkte:

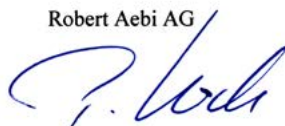
- Notebooks aufsetzen
- Allgemeiner technischer Support
- Notebook Support für diverse individuelle Geschäftsapplikationen wie (Prosis, Tech-tool, VDN, Partikelfilter Programm)
- bestehende Dokumentationen zusammenführen, Wartungsverträge im Inventar abbilden und Lizenzmanagement nachführen
- Inventur mit Lernendem durchführen
- Tests vorbereiten für neue Terminals in Funktion der neuen ERP Lösung
- Management Lösung implementieren und Support dieser Terminals
- Schnittstelle zwischen der neuen ERP Lösung und Volvo implementieren und dokumentieren
- Sicherung der Virtuellen Server überwachen und optimieren

Wir haben Herrn Ochsenbein als engagierten und mitdenkenden Mitarbeiter kennen gelernt. Er hat sich während seinem Praktikum ein umfangreiches Fachwissen angeeignet, welches er gekonnt im Alltag umsetzte. Die ihm übertragenen Aufgaben führte er termingerecht, genau und sehr zuverlässig aus. Dank seinen analytischen Fähigkeiten und seinem grossen Einsatz erbrachte Herr Ochsenbein sehr gute qualitative sowie quantitative Leistungen.

Sein Verhalten gegenüber Kunden, Vorgesetzten und Mitarbeitern war stets kooperativ, freundlich und hilfsbereit. Seine ruhige und kollegiale Art ermöglichten eine angenehme Zusammenarbeit im Team.

Das Praktikum von Herrn Ochsenbein endete am 13. Juli 2012. Wir danken ihm für seinen Einsatz und wünschen ihm für seine Zukunft alles Gute und viel Erfolg.

Robert Aebi AG



ppa. Peter Koch
Leiter Informatik



i.V. Nicole Munz
Bereichspersonalverantwortliche



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Regensdorf,
13. Juli 2012

Unser Zeichen
MUN

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Nicole Munz

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robert-aebi.com



Arbeitszeugnis

für Herrn Raphael Ochsenbein
geboren am 9. September 1987, von Bern, Murten, Fahrni BE

Gerne bestätigen wir, dass Raphael Ochsenbein vom 29. Februar 2008 bis 30. September 2008 für die Tempobrain AG bei der Telekommunikationsunternehmung Sunrise als telefonischer Kundenberater im First-Level Support der technischen Helpline tätig war.

Der Aufgabenbereich von Raphael Ochsenbein umfasste folgende Tätigkeiten:

- Support von externen und internen Kunden
- Erstellen und Bearbeiten von Trouble Tickets
- Troubleshooting im Bereich (Mobile, Festnetz und/oder Internet)
- Koordination und technische Abklärungen mit den Fachspezialisten

Wir haben Raphael Ochsenbein als engagierten Mitarbeiter kennen gelernt. Er verfügte über eine gute Auffassungsgabe und zeichnete sich durch Einsatzwillen und Zuverlässigkeit aus. Er konnte sein Fachwissen gut in die Praxis umsetzen. Dank seiner kundenorientierten und exakten Arbeitsweise erbrachte er sowohl qualitativ als auch quantitativ jederzeit zufriedenstellende Leistungen.

Wir haben Raphael Ochsenbein als motivierten, zuverlässigen und vertrauenswürdigen Mitarbeiter kennen gelernt, der sich durch seine hilfsbereite und konstruktive Art auszeichnete. Sein Verhalten gegenüber Kunden, Vorgesetzten und Mitarbeitern war immer freundlich, angenehm und zuvorkommend.

Raphael Ochsenbein verlässt uns auf eigenen Wunsch. Wir danken ihm für den geleisteten Einsatz und wünschen ihm für die Zukunft alles Gute.

Zürich, 20. Oktober 2008

Tempobrain AG

i.V. 

Laura Gasparoli
Leiterin HR Admin. & Services


Marc Messerli
Projektleiter