

Call for Applications: Internship



Your Internship at sequa gGmbH

For students interested in development cooperation

sequa gGmbH is a globally active, non-profit development organisation. Since 1991, we have been implementing international cooperation programmes and projects in close collaboration with the German economy. The company offers expertise and experience in the fields of Business Membership Organisation development, vocational training and trade promotion. The company is based in Bonn. sequa employs over 100 people (2023) and generates a turnover of EUR 71 million (2022).



Key Figures Internship



- Duration: 3 months
- Start: at the beginning of each quarter
- Weekly working hours: 39 hours
- Location: Bonn
- Remuneration: € 520 / month

The Internship

As an intern at sequa, you will gain insights into our challenging and interesting areas of responsibility and get to know the way we work and our processes. In addition, you will have the opportunity to become familiar with individual topics of development cooperation and the cooperation between sequa, donors and project partners. At sequa, you will work in a team with friendly colleagues who are always open to questions and suggestions.

Your Qualification



- Students from the 5th semester onwards
- Very good written and spoken German and English (language level at least C1)
- If possible, knowledge of another foreign language



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Your Tasks



- Assistance with applications and reporting on projects of various donors
- Research on economic data and development policy topics
- Organization and implementation of events; support for foreign delegations
- Public relations related tasks within the framework of our programmes
- Project administration support



We offer



- An international environment
- A friendly team that enjoys sharing experiences
- An opportunity to participate in events



Your contact person



- Please send your application documents (cover letter, CV, certificates, start date of internship) to Ms Manuela Borkenhagen
- Email: manuela.borkenhagen@sequa.de
- Phone: +49 (0) 228 98238-50

You can find more information about sequa gGmbH as an employer here: www.sequa.de



What alumni say

Svenja: "I was involved in completely different projects by my colleagues. For example, I assisted in the preparation of annual reports, compared project target indicators with monitoring documents, and I collected, evaluated and adapted suitable references for new project applications. I also supported the preparations for a virtual intensive training course in Asia, I took care of the social media accounts of the mobility programmes, looked for experts for short-term assignments and I supported the further recruitment process."

Christine: "I learned a lot about development cooperation during my internship, and I could imagine working in an international environment."

Tomás: "As I was able to take part in trade fairs, the internship offered a lot of variety, and it gave me the opportunity to make my first contacts in the community of development cooperation. The team was also very supportive in case of any problem arising."