

epflcareer.ch - FAQ

Who can benefit from the services of the EPFL Employability and Development Center?

Our services are generally open to EPFL students, PhD candidates as well as to recent Master graduates and doctors until 6 months after graduation. Specific services are also open to EPFL Postdoctoral researchers. For exceptions, please contact ced@epfl.ch.

Do I have to log in?

To register for events or trainings organized by the Employability and Development Center as well as to request an individual counselling session, you need to log in with your Microsoft Entra ID credentials. You don't need to login when browsing trainings, events and jobs.

Which language is used in the respective event?*

By default, the language used in the event description is the language of the event. You can check the "event language" in the event description. Multilingual events or trainings are usually described in both French and English.

I am logged in as a student or postdoc and can't register or apply for an event*.

In this case, please send an e-mail to ced@epfl.ch.

How do I register for an event*?

You must first login at epflcareer.ch. Then go to "Events" and "Overview". Then, click on the event you are interested in. Click on the button "Register" or "Apply". If it is an event with "Registration", you will automatically be registered and will receive a confirmation e-mail. If it is an event for which you need to apply, it means that participation is limited and additional documentation is probably required. The employer or organizer will decide who may take part in the event. You will receive an e-mail, which will inform you if you were selected or not.

I have registered for an online event* however I don't see the link on the page "My registrations".

In the top menu, go to "Events" and select the "My registrations". Next to the relevant event, click on "Show Participation". You will then see a red button on the left labeled "Join online event". After registering, you will automatically receive a confirmation email containing the link to the event.

Can I cancel my registration for an event*?

Yes, you can cancel your registration until the deadline for cancellation. You need to login, go on "Events" and then "My registrations". On the right side of the event, click on "Show Participation" and then on "Cancel attendance."

How do I book an individual counselling session?

You need to login and choose “Career Counselling” on the top menu, then select “Counselling services”. Once there, please choose between attending a walk-in session (short meeting without appointment) or requesting an individual advisory meeting. If your request is accepted, you will receive a link to book an appointment.

For postdocs: to schedule an interview, please contact your advisor:
evgeniya.vorobyeva@epfl.ch.

Do I have to fill out everything in my profile?

No, you don't need to fill in your profile. It won't be visible to employers, it can only be viewed by the EPFL Employability and Development Center team. For students, if the private e-mail address displayed in the contact information section “Adress/Home adress” is not valid, please change it. After graduation, we will use this e-mail address once your EPFL e-mail is not valid anymore.

Can I cancel or move my appointment for an individual advisory meeting?

Yes, you can cancel or reschedule your appointment. Please send us an e-mail to ced@epfl.ch.

For postdocs: please contact your advisor: evgeniya.vorobyeva@epfl.ch.

Which e-mail address is used for correspondence?

For EPFL students and postdocs, we will use your EPFL e-mail for all correspondence. For students, after graduation, when your EPFL e-mail is not valid anymore, we will use the private e-mail address displayed in your profile (contact information section “Adresses/Home adress”). If this address is not valid, please change it otherwise we won't be able to send you e-mails anymore.

How can I put some job offers in my favorites?

Just click on the heart icon on the top right of a job offer or event/training and it will be put in your favorites. To access your favorites, use the favorites filter.

For any questions:

For students, PhD candidates and recent graduates:
ced@epfl.ch.

For Postdocs :
evgeniya.vorobyeva@epfl.ch