



**Offer #2025-08931**

## **Apprenti.e en Relations Institutionnelles**

*The offer description below is in French*

**Contract type :** Apprenticeship contract

**Level of qualifications required :** Master's or equivalent

**Other valued qualifications :** Master 1 en sciences politiques, affaires publiques, administration économique et sociale, communication publique et politique

**Fonction :** Apprenticeship Support functions

### **Main activities**

- Veille et suivi des politiques publiques liées au numérique, à la recherche, à l'innovation et l'enseignement supérieur au niveau français
- Rédaction de notes
- Suivi des agendas et des travaux parlementaires
- Mise à jour des contacts institutionnels
- Participation à l'organisation d'événements institutionnels

### **Skills**

- Connaissance des processus décisionnels publics français et européens
- Connaissance de la procédure parlementaire
- Maîtrise des réseaux sociaux
- Pratique de l'anglais (niveau B1 minimum)
- Evaluation PIX

## Benefits package

- Restauration subventionnée
- Transports publics remboursés partiellement
- Congés: 7 semaines de congés annuels + 10 jours de RTT (base temps plein) + possibilité d'autorisations d'absence exceptionnelle (ex : enfants malades, déménagement)
- Possibilité d'aménagement du temps de travail
- Équipements professionnels à disposition (visioconférence, prêts de matériels informatiques, etc.)
- Prestations sociales, culturelles et sportives (Association de gestion des œuvres sociales d'Inria)
- Accès à la formation professionnelle

## General Information

- **Town/city** : Paris 13e Arrondissement
- **Inria Center** : [Siège](#)
- **Starting date** : 2025-09-01
- **Duration of contract** : 12 months
- **Deadline to apply** : 2025-06-30

## Contacts

- **Inria Team** : DGD-APP (DGD-APP)
- **Recruiter** :  
Arunraja Emilie / [emilie.arunraja@inria.fr](mailto:emilie.arunraja@inria.fr)

## About Inria

Inria is the French national research institute dedicated to digital science and technology. It employs 2,600 people. Its 200 agile project teams, generally run jointly with academic partners, include more than 3,500 scientists and engineers working to meet the challenges of digital technology, often at the interface with other disciplines. The Institute also employs numerous talents in over forty different professions. 900 research support staff contribute to the preparation and development of scientific and entrepreneurial projects that have a worldwide impact.

**Warning** : you must enter your e-mail address in order to save your application to Inria. Applications must be submitted online on the Inria website. Processing of applications sent from other channels is not guaranteed.

## Instruction to apply

### **Defence Security :**

This position is likely to be situated in a restricted area (ZRR), as defined in Decree No. 2011-1425 relating to the protection of national scientific and technical potential (PPST). Authorisation to enter an area is granted by the director of the unit, following a favourable Ministerial decision, as defined in the decree of 3 July 2012 relating to the PPST. An unfavourable Ministerial decision in respect of a position situated in a ZRR would result in the cancellation of the appointment.

### **Recruitment Policy :**

As part of its diversity policy, all Inria positions are accessible to people with disabilities.