

Good work requires good preparation

Most people in Germany study at university or have professional training before they enter the work force. Good German language skills and qualifications increase the chances of a successful job search.

An asylum seeker requires a work permit in order to work in Germany and this requires at least a three-month stay. A restricted work permit is issued after the asylum process has begun or if there is a suspension in the proceedings. You can get more information at employment agencies about obtaining a work permit and get advice about the work opportunities for asylum seekers.

Finding a job requires that you are actively searching. If you want to apply for a position, you must first write an application. This consists of a resume with a photo along with certifications and proof of prior employment. If you are seen as a potential candidate for a job, then the employer will invite you to an interview. The employer will usually speak with many potential candidates and depending on how the interviews go, will decide which one is the right person for the job.

Employment agencies assist with the job search

Employment agencies will provide information and advice about what job opportunities there are. You will also find job listings and assistance with applications. It is important for young applicants without job experience or training to seek assistance with the job search. For many skilled manual labor jobs in Germany, you will need training before you can be hired.

Whoever has previous work experience or a university degree can get their certificates and records certified and use them to apply for jobs. Sometimes more job training will be required in Germany. For most jobs you also need to have proof of German language skills.

Employment contracts are required

Before accepting a job, you must sign an employment contract that specifies all of the rights and obligations that an employee has. The employer is required to provide a contract that specifies all information on the tasks and functions, workplace, working hours and compensation.

In Germany there is a minimum wage law that states every employee must make at least 8.50 euros an hour. This is set to rise in 2017. If there is a problem with wages, you can inquire at the staff committees at your company or with local employee unions. There is also a service number you can call at government ministries for employment.

Open Your Heart

Germany for beginners

Women in leadership positions

Men and women work together and have the same rights and duties. There are more and more women in leadership positions. Female bosses deserve the same respect as men and instructions and orders from women are to be followed exactly in the same manner as if given by men.

Being on time and reliable is also very important at German workplaces. If you don't come to work on time you risk being fired. You should also find out about and follow the dress code at your company.

Suggested links:

[Information and advice for job seekers \(English\)](#)

[Search engine for job openings in Germany \(English\)](#)

[Find training centers in Germany \(German\)](#)

[Federal Ministry of Labor and Social Affairs \(English\)](#)

[Minimum wage hotline \(German\)](#)