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## Get where you need to be professionally!

### **Personal coaching, vocational counselling and language training.**

We offer a diverse range of services for expats and anyone who wishes to gain a foothold in the German job market.

### **Develop your individual application strategy in the most effective way**

In a new cultural environment, finding just the right job, academic course or apprenticeship is not easy. Your coach will discuss your current situation on the job market with you, or help you decide which type of training you may wish to undertake. Together you will define your professional goals and discover how you can achieve them.

### **Ensure your documents are perfect when applying for a new position in Germany**

Which standards have to be met when submitting application documents in Germany? We can support and guide you through the application process. Learn how to avoid formal mistakes and make yourself a winning candidate in the eyes of your prospective employer.

### **Get your qualifications recognised**

Have you obtained qualifications that have not yet been recognised in Germany? We can help you find the right institutions to contact and initiate the *Gleichwertigkeitsprüfung* (equivalence test) according to the *Anerkennungsgesetz* (legal recognition of qualifications).

### **Be prepared for your job interviews**

Do you have an interview coming up in German? We can help you prepare for the interview and the questions you may expect in a relevant and effective way.

**Inspiration when planning your career**

Coaching strengthens you in your next career steps. You will receive information and valuable insight into alternative professions, further education and training courses as well as about current job vacancies.

**Strengthening your key competencies**

Become aware of your strengths and potential and discover how to use your skills and abilities professionally. Your coach will support with your professional challenges and your strategic aims when entering the German labour market.

**Learning vocational German**

You will learn to use your knowledge of German confidently and practice job-related situations in a systematic manner. We will work together when preparing for professional or academic examinations.

**We can support you in German, English, Spanish, Portuguese and Arabic.**

Feel free to come and see us! We're looking forward to getting to know you.