

Training

Career Workshop

How to successfully apply for the dream-job

with **CLAUDIA VON SCHULTZENDORFF**

Date: Friday, **08.11.2019** (09:00-17:00)

Location: University of Freiburg, Faculty of Engineering,
Georges-Köhler-Allee, 79110 Freiburg

Objective of the seminar:

It is a long way until you might be able to sign a contract, a long way full of obstacles. Basically you have to advertise for you and your abilities. In this workshop you will think about yourself and what you are especially good at. Then you get to know everything about the standards of writing a letter of application and the CV correspondent to the region you apply and how to pass the job-interview successfully.

Key aspects:

- What are you especially good at? What are your strengths ?
- Letter of application: standards
- CV
- Job-interview: structure and typical questions.