



The complete Europe Language Jobs **EMPLOYMENT GUIDE**

EUROPE
LANGUAGE
JOBS



Europe Language Jobs

EMPLOYMENT GUIDE

Here at **Europe Language Jobs**, we have put together an employment guide to help candidates better understand the ins and outs of the job search process - and **find their dream job!**

Throughout the guide, we have shared **key advice** from industry experts on four main topics:

1. DETERMINING YOUR CAREER PATH

Discovering your capabilities and expanding your horizons.

2. PREPARATION IS KEY

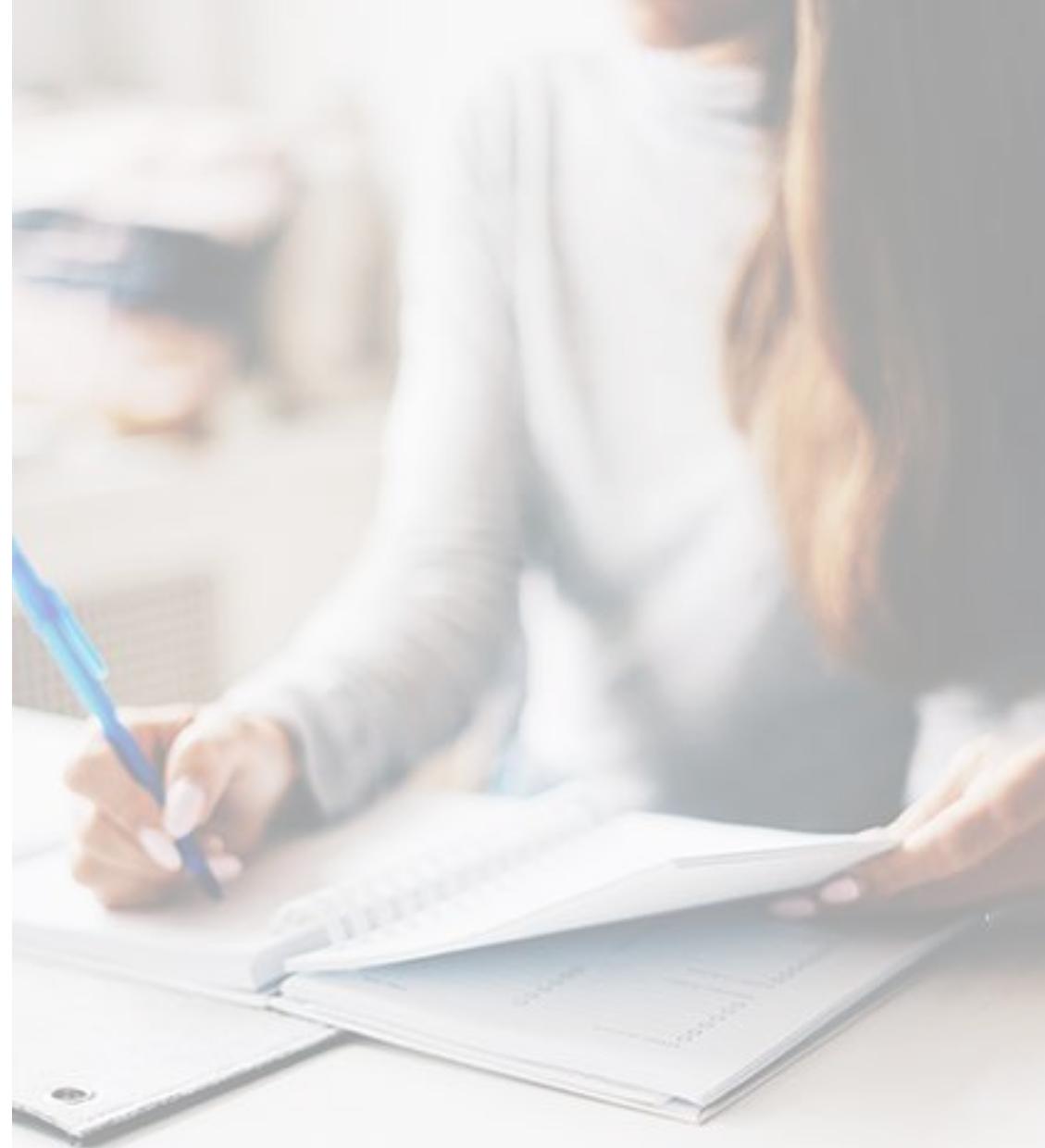
Helping you to prepare for your job search by sharpening your job search tools.

3. GET THE BALL ROLLING

Getting you ahead of the competition in your applications.

4. SEAL THE DEAL

Helping you to prepare for a winning interview.



We deal with both sides of the job search; we know what companies want to see and what candidates need to do to **secure their dream job.**

We sincerely hope that our guide is a useful resource for you and **we wish you the very best of luck in your job search!**

A person wearing a grey blazer, light-colored trousers, and brown leather boots is standing on a metal grate floor. They are holding a brown leather satchel bag. The background is a dark, textured wall. The entire image has a teal color overlay.

1. DETERMINING YOUR CAREER PATH

How to face the **JOB SEARCH**

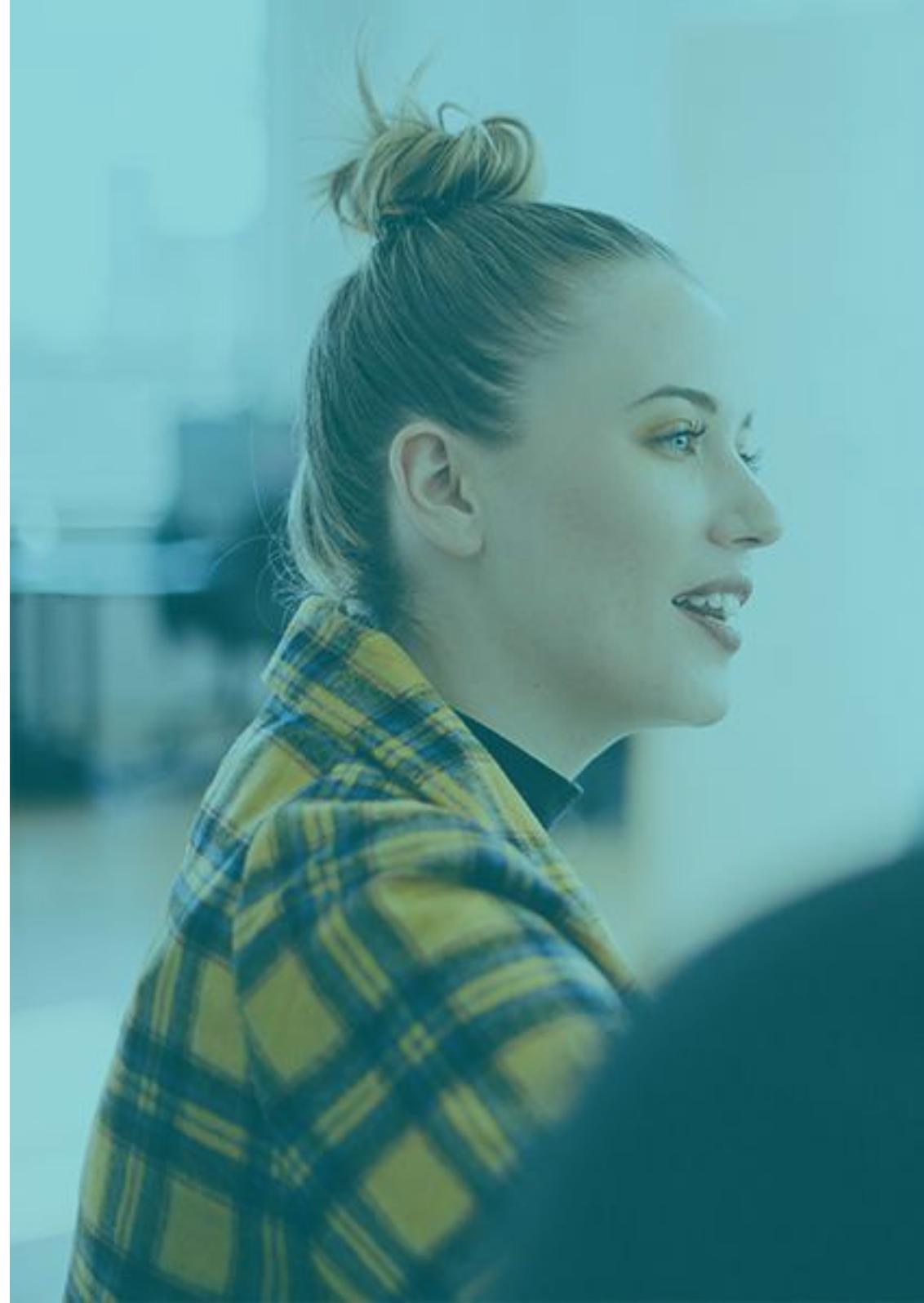
The world we live in is in a period of profound global change. Changes are taking place one after another and faster than ever before in history.

This is why we need to be **flexible and resilient**, we must be **curious and creative**, and most importantly, we must continue to learn.

Thanks to the internet we have all kinds of information just a click away. It's important that we make the most out of this information to make ourselves **more employable and knowledgeable**.

KEY SOFT SKILLS THAT COMPANIES LOOK FOR

- **FLEXIBILITY**
- **CURIOSITY**
- **INNOVATION**
- **EAGERNESS**
- **ABILITY TO LISTEN**
- **LANGUAGES**



Expanding your **HORIZONS**

The current career you are in does not have to be what you do for the rest of your life. It is important to **open your mind to what the world is offering you** and know exactly what you want to get out of your working life.

Trying new things and meeting new people can only **expand your mindset and open new doors**. This is all about realising what you are passionate about and what you are capable of accomplishing.

**Turn your passion
into a fulfilling
life mission.**

CONSIDER ALTERNATIVE WORKING SITUATIONS

With modern technology, we are able to work from pretty much anywhere in the world. **Remote working** allows us to be more flexible and boosts our productivity.

CONSIDER NEW CAREER PATHS

If you feel your career path is taking you nowhere or you are lacking drive and passion, don't be scared of change!

The truth is, nowadays, people are expected to change careers paths **4-7 times in a lifetime**. If you do choose to go ahead with a career change, it's a good idea to consider internships and other work experience to **get your foot in the door**.

CONSIDER DISCOVERING SOMEWHERE NEW

Moving abroad - or even to a different city in your home country - can broaden your horizons!

Relocating has become an increasingly popular trend as Europeans are discovering **the countless benefits** of moving for your career.

4 Essential Questions **TO ASK YOURSELF**

Do you prefer to work in a team or individually?

This question is one of the most important when considering your career path. It can **determine your productivity, efficiency** and how well you enjoy the work you are doing.

What has your past taught you?

It's time to reflect on your past experiences. What you enjoyed, where you found success, and what you disliked - these questions can **lead you to the right decision for your future.**

Is a work/life balance important to you?

Being honest with yourself about how much of your life you want to put into your work will help you to **find a job that you enjoy** and that will help you **to maintain a healthy balance.**

What are your passions?

Following your passions and finding a way to make money out of them is an amazing **way to put yourself on the path to success.**



Most employable **SKILLS**

COMMUNICATION

Being able to convey your thoughts and opinions with conversational, reading and writing skills.

TEAM WORK

Learning to getting along with your coworkers is key to productivity.

PROBLEM SOLVING

Being able to detect problems and give quick responses to individual and team problems.

COMMERCIAL

The ability to negotiate and convince is valuable not only in the commercial sector, but other sectors too.

LEADERSHIP

Strong people management skills and the ability to make a team gel, leading them to success.

MOTIVATION

Initiative and a strong desire to work and develop your skills are just as valuable as experience.

LANGUAGES

In today's globalised world, the more languages you speak, the more employable you are.

ORGANIZATION

Managing yourself and knowing how to get the most out of your working hours is essential.

DIGITAL KNOWLEDGE

The internet plays a key role in international business. Programming, social media, and digital design are important skills.

Become more employable by **LEARNING KEY SKILLS...**

At Europe Language Jobs, one of our favourite mottos is to **'Never Stop Learning!'** Even if you are extremely experienced and advanced within your career, it's important to keep learning new skills and to keep working towards a better version of yourself.

During your job search period, you may find that you have a lot more free time than usual. If so, this is the perfect opportunity to learn some new skills that **will make you more employable!**



Learn the basics

We recommend familiarising yourself with both **Google G Suite and Microsoft office apps**, such as calendar apps, email platforms and office tools. It's very likely that your new employer will use most of these.

Sign up to skills apps

Never stop learning, improve your CV by gaining new skills and certifications. Some of the platforms you can start learning on are **Google Scholar, LinkedIn Learning & Skillshare**.

Learn a new language

It might not be the easiest, but it's definitely the most employable! Teach yourself a new language using **language apps, sign up to a language course** with ESL or make that move abroad!

THE MOST IN DEMAND EUROPEAN LANGUAGES NOW

Portugal >> Dutch and Italian

Greece >> Danish and Finnish

Spain >> French and German

Malta >> English and Swedish

Bulgaria >> Polish and Portuguese



Why are more Europeans moving **ABROAD TO WORK?**

1. MORE WORK OPPORTUNITIES

2. CHEAPER TRAVEL

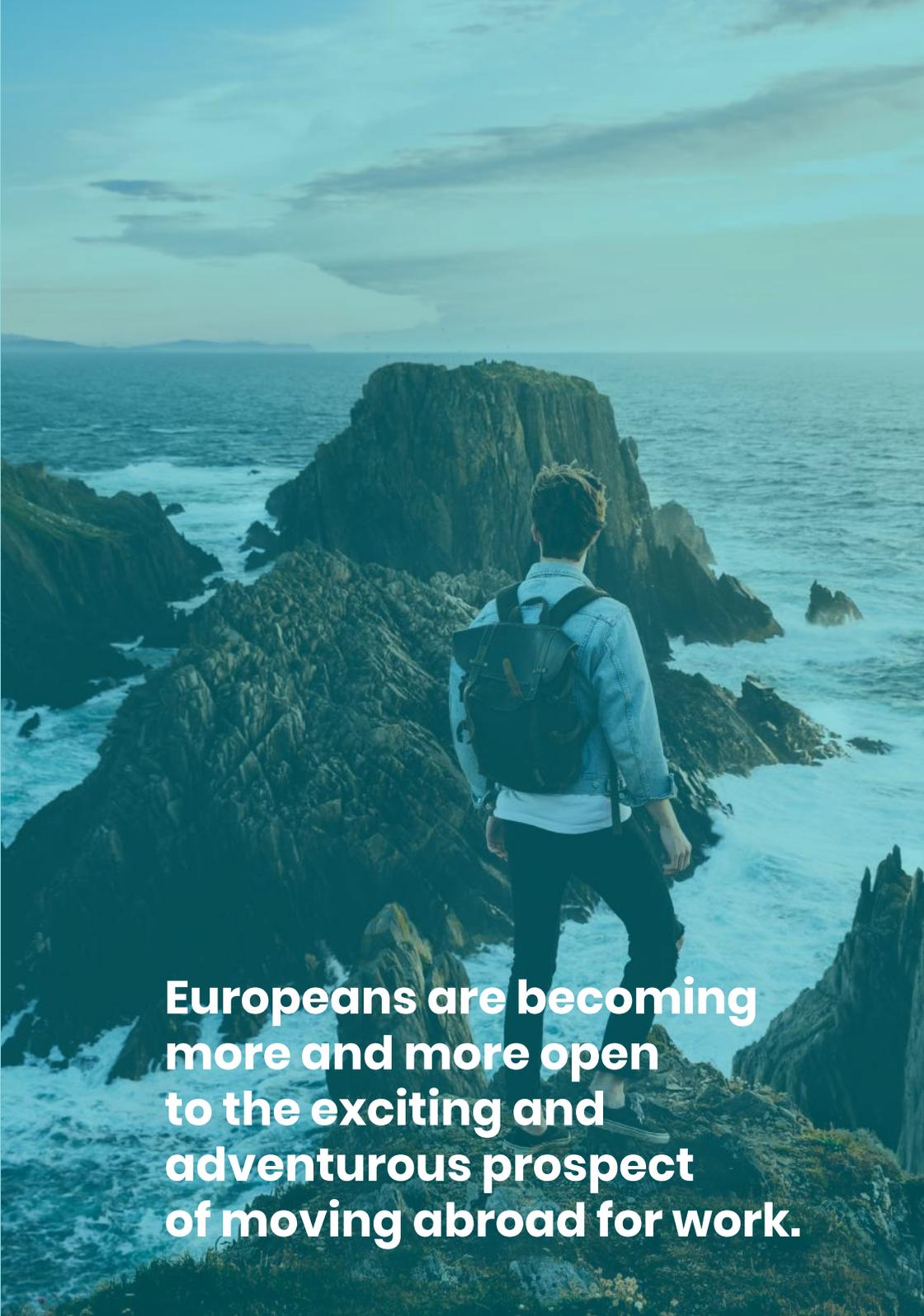
3. INCREASED CONNECTIONS

4. ERASMUS+

5. DEMAND FOR LANGUAGES

6. POLITICAL SITUATIONS

7. LOVE

A person with a backpack is standing on a rocky cliff overlooking the ocean. The person is wearing a light blue denim jacket and dark pants. The ocean is a deep blue, and the sky is a lighter blue with some clouds. The overall scene is serene and adventurous.

Europeans are becoming more and more open to the exciting and adventurous prospect of moving abroad for work.

A photograph of a person's hands typing on a laptop keyboard, overlaid with a semi-transparent blue filter. The person is wearing a light-colored, textured sweater. The laptop is open and positioned on a desk. The background is slightly blurred, showing what appears to be a window or another screen.

**2. PREPARATION
IS KEY**

Tools to stay **UP TO DATE**

EMAILS



Keep on top of **job alerts** and any possible replies from companies. Nothing looks worse than someone who takes a week to reply to their emails.

LINKEDIN



Make sure your **notifications are on** so you can keep on top of your connections and messages.

DIARY

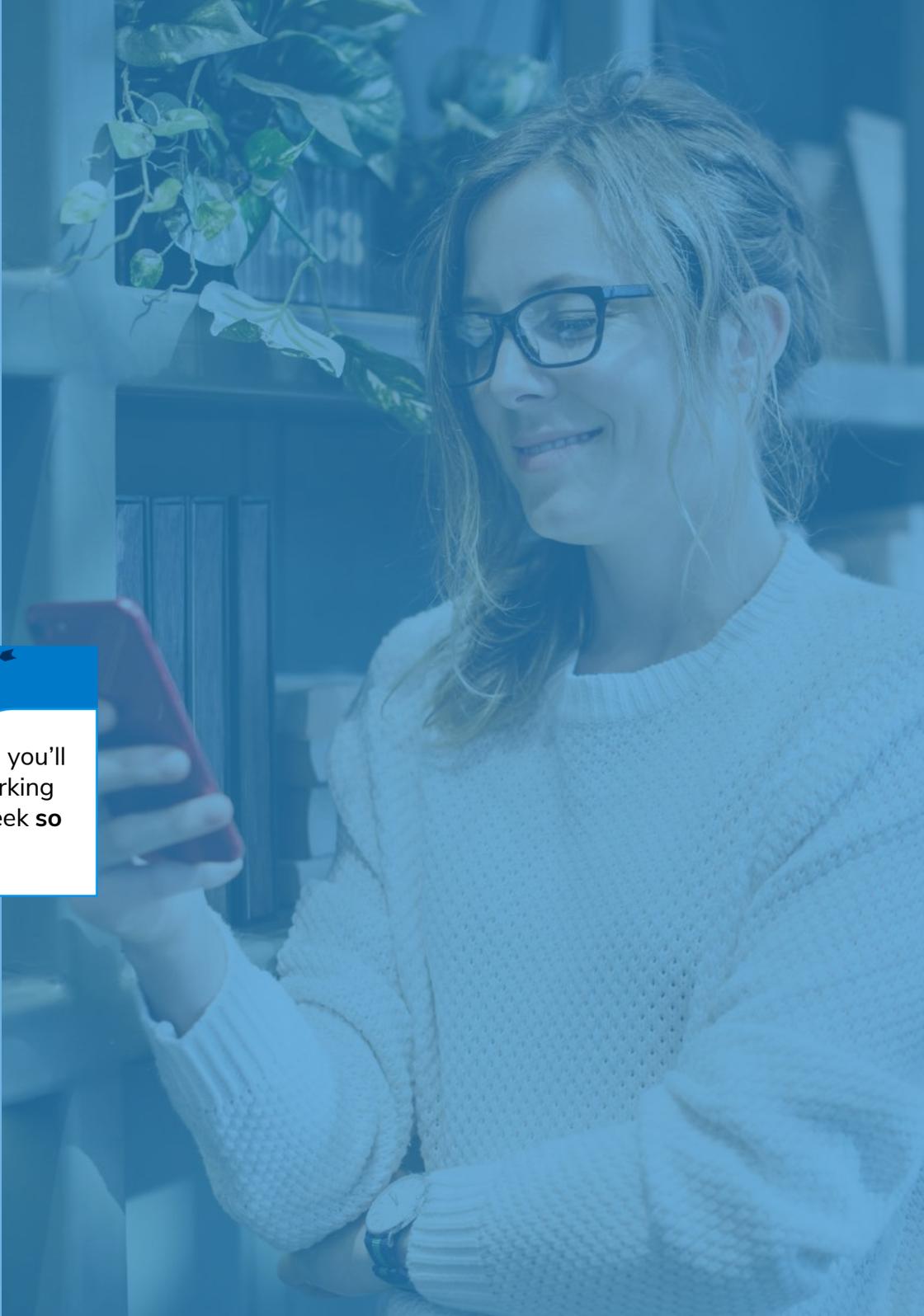


Use a diary to **keep track of job applications** and any upcoming interviews or networking events.

WEEKLY GOALS



Make a **goal** of how many jobs you'll apply to and how many networking events will you attend each week **so that you are consistent.**



How to boost your LinkedIn profile

LinkedIn is a Social Network for professionals. It's a place to display your skills and experience, share work-related content, connect with other professionals and of course, follow your dream companies!

Follow our 10 steps to **boost your LinkedIn profile**:

1. Update your headline

Use a striking headline that will attract the attention of your target audience, **include keywords related to your job sector, your job title, location and your interests.**

2. Write a summary

Your summary should grab the attention of your target audience with an engaging personal statement about yourself, convincing potential employers to connect with you. **Include: What you do, why you do it, what interests you and what you are looking for.**

3. Add a professional image & cover photo

Use a professional profile image of just yourself with a clear simple background, **Your cover photo can showcase your job sector.** It's common for people to use a professional stock image of an office or desk, this shows professionalism.

4. Add experience

Include your current and past positions with a clear paragraph outlining each position. Use bullet points to outline your daily tasks and remember to use keywords! **Add any certifications or achievements to this description too.**

5. Network

Start connecting with people you know on LinkedIn. These may be people from your school, previous jobs, friends, family and local recruiters. **Try to keep your connections relevant to your industry and start connecting with other professionals and recruiters too!**

6. Skills & endorsements

Add a minimum of 10 skills to your profile, think of keywords related to your industry. It's always nice to endorse your connections for their skills to give their profile a boost - hopefully, they will endorse you back!

7. Share relevant content

Now that your profile is nearly complete, it's time to add your content! **This should be relevant to your industry.** Sharing industry-related articles and infographics show that you have a genuine interest in your industry and helps to build a strong personal brand.

8. Gain and give recommendations

After connecting with a few familiar faces, you can start requesting recommendations. Be polite and provide them with one back. **It looks great if you have at least a couple of these on your profile.**

9. Follow your dream companies

Find your dream companies on LinkedIn, follow them, try to engage with what they post and keep yourself up-to-date with their company updates and news. Never miss an opportunity to connect with them!

10. Search for jobs

LinkedIn is a great place to search for jobs. The job board feature is extremely easy to use, you can filter by location, sector, job type and more.



WHAT SIZE COMPANY IS THE RIGHT FIT FOR YOU ?

SMALLER COMPANIES & STARTUPS

Pros

Gain experience in a variety of areas - When working for a smaller company you can get involved in different areas of the business as the **structure tends to be a lot more flexible**.

More visibility from managers and other members of staff - You often have more responsibility working for a smaller company, so your **efforts are more visible**.

A more flexible working environment & schedule - With fewer people in the company, you are usually able to work flexible hours and it's more common for team members to **work from home** and other places.

Feel closer to your coworkers & boss - Due to the smaller, closer environment, you usually have **better relationships** with employees at all levels.

Cons

Limited growth opportunities - Smaller companies are unable to provide a lot of growth opportunities because sometimes they are **just starting** out themselves.

Fewer employee perks - Due to the smaller budget, smaller companies usually offer **lower salaries, lower project budgets**, less training, travel etc.

Less structure - More disorganised and more likely to experience **frequent changes**.

Not as recognisable - The company is less likely to be known by future employees.

LARGE MULTINATIONAL COMPANIES

Pros

More employee benefits - Larger companies offer bigger **reward packages, higher salaries**, paid travel, healthcare programs etc.

More structure - Larger companies often have more structure and are **well-organised** due to the rules and regulations they have in place.

Strong company reputation - Bigger companies often have a **good reputation** worldwide and this can help to boost your CV!

Growth opportunities - Due to the size of the company, there are lots of opportunities to grow and **advance your career** within.

Training programs and courses - Larger companies often have a **bigger budget** to offer more training for their employees.

Cons

Less recognition - With so **many people** in the company, it's harder for your work performance to be noticed if you are in an entry-level position.

Less flexible environment and schedule - Due to the size of the company, there are often lots of rules in place, **tasks can take longer** as they need to be approved by several members of staff.

More resistant to change - In larger companies, it's **harder to suggest changes** and to introduce new ideas as decisions need to be approved by more senior staff members.

FIVE EASY NETWORKING TIPS

For some of us, networking may come naturally than others. Don't worry, if you aren't one of these people who can network easily, we have some tips to help you network.

1. Be approachable

Sometimes people will take initiative and approach you, other times you will need to approach them. This can seem somewhat terrifying but as long as you practice and know what to say, it'll get easier with time. Smile, focus on your body language and offer a firm handshake. **It's nice to begin your interaction with a question...**

2. Listen properly

Although it sounds obvious, it's important to engage properly with the other person and listen clearly to what they have to say. The knowledge and information they share with you could be beneficial for you and your career. **Why waste the opportunity to gain more knowledge?**

3. Engage & ask questions

A great way of displaying your interest and enthusiasm is to ask questions **related to the industry/topic**. This shows that you have been listening well and that you have a genuine interest in what they are talking about.

4. Exchange contact details

Even if that particular individual may not be beneficial to your career at this moment in time, they might be in the future! By exchanging numbers, emails or connecting on LinkedIn, you **make it easier to reconnect with that person in the future.**

5. Practice, practice, practice

Just like most activities, the more you practice, the easier it gets! **Get out of your comfort zone, attend different career-related events, speak to people from different levels of seniority or backgrounds.** You never know who you may meet and in the end, you may enjoy networking more than you imagined!



3.GET THE BALL ROLLING

7 things recruiters want to **SEE ON YOUR CV**

A poor CV could be preventing you from getting a job. All the hard work you've put in could be going to waste if you do not include these important details.

1. Contact details

You need to include your **phone number (including country dialing code), email, Skype address, LinkedIn** and your personal website, if you have one. Double check all the information is correct.

2. Job titles

Do some research and find the best title which matches what you did, not what your employment contract says you did. Keep things relevant, **it's important to tailor your CV for the position you're applying to.**

3. Job descriptions

Most people don't know how to sell themselves on paper understandably. In order to show how suitable you are for the role, you need to **include relevant skills and experience within the job descriptions.**

4. Achievements

It's essential you have at least one achievement for each role. Think about one thing you did well in that role and talk about it. **One line of text is fine - keep it short but eye-catching.**

5. Education & training

Recruiters need to see if you're actually qualified to do the job and any additional training you have done. This includes seminars, on-line courses, etc. as **they show the recruiter you are committed to self-improvement.**

6. Explain any gaps in your CV

Whether you were traveling, looking after a relative, unable to find a job or just taking time out - **tell the recruiter what you were doing on the CV and explain those gaps.**

7. Sell yourself

Create a summary on your CV which briefly explains your education, experience and the type of roles you wish to apply to. **Recruiters spend on average less than a minute to scan your CV so make it count!**

Important things to consider **ON YOUR CV**

FLOW

It is important to produce a **well-written CV** that includes the important details whilst not being too long.

KEYWORDS

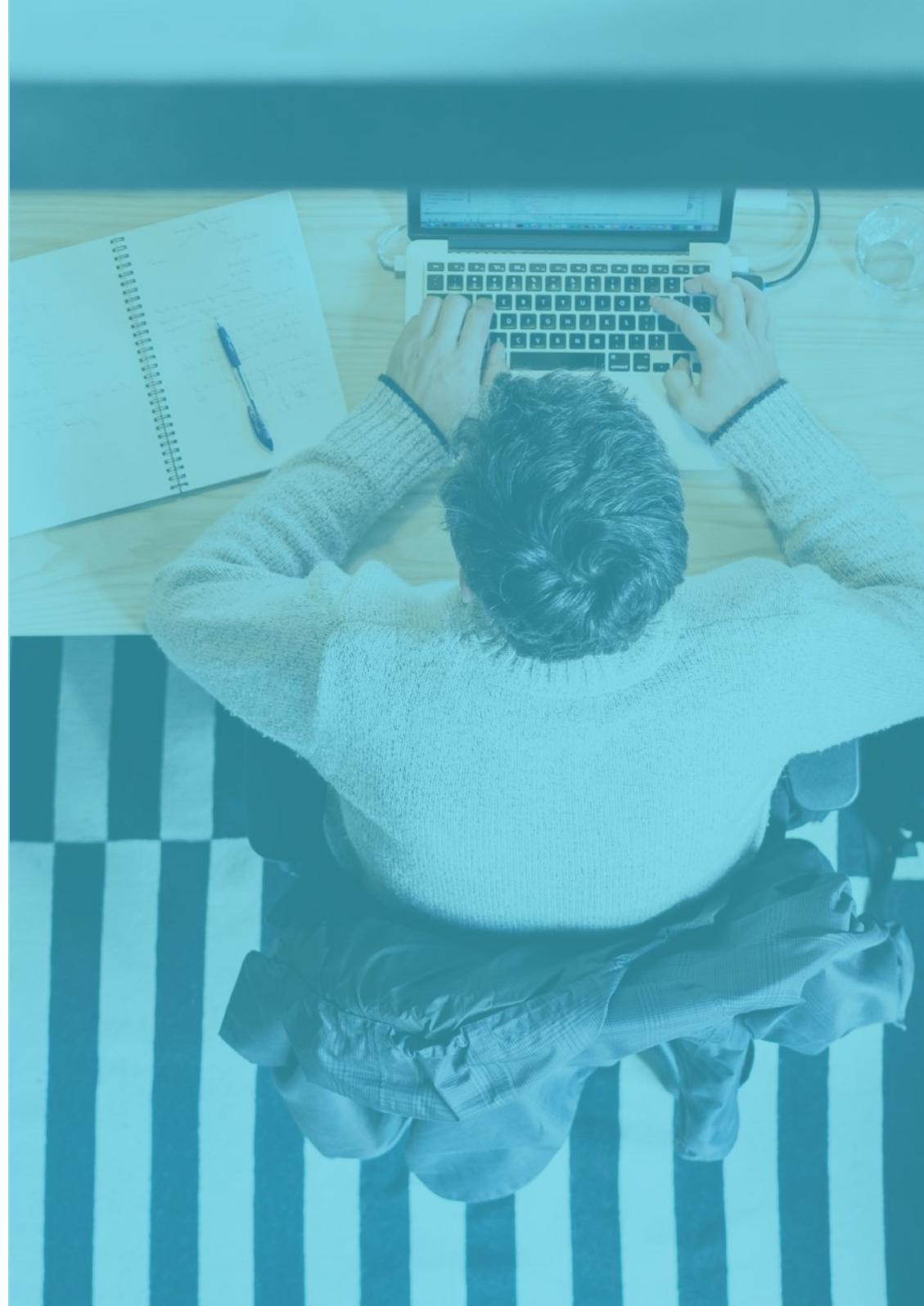
Include the **appropriate keywords** which you think are essential for the position you are applying to.

MOST RECENT ROLE

There is nothing quite as important as your last position so make it sound good, **include a summary of the tasks** you had for this role.

LANGUAGE SKILLS

Increase your employability, especially if you aspire to work for multinational companies and relocate. Make sure you **include the language level**.



CV TEMPLATE

PHOTO

You should **double-check whether or not a picture is required** in the country that you are applying to. In countries like the UK, including one could count against you.

EDUCATION

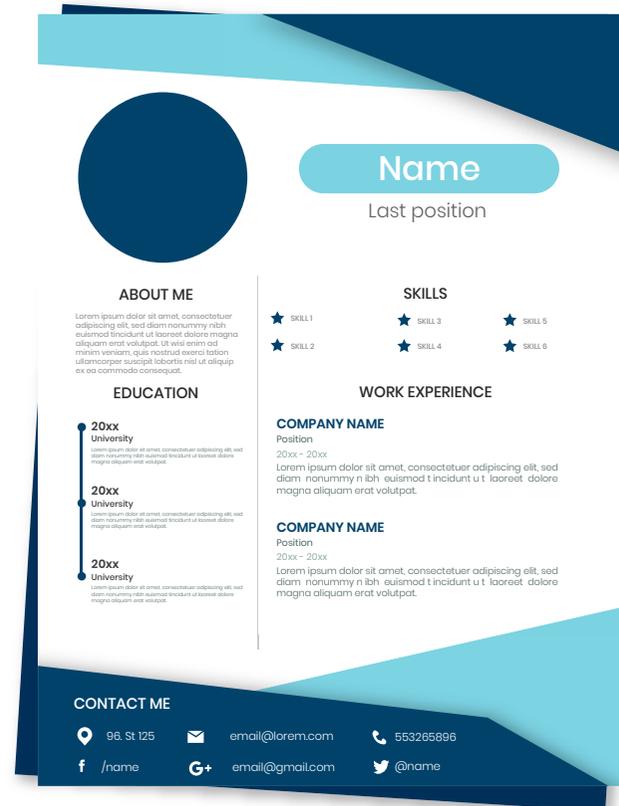
Your **most recent education** (such as recent qualifications and degrees) should come first and should have more space dedicated to it. You should only go as far back as secondary school.

EXPERIENCES

Include any **relevant work experience** that you have done. You should add the latest job first, and include details such as the title, dates and tasks that you had.

REFERENCE

References are quite important and could speak volumes depending on your experience. **At least one of them should be work related.** If you're a graduate, a professor is a valuable reference.



PERSONAL INFORMATION

This section should include your **name, address and contact details.** Date and place of birth, nationality and gender are usually optional but can vary between countries. Including your LinkedIn profile is a great idea.

SKILLS

This gives you a chance to list skills that you have. You should make sure that they are **relevant to the job you're applying to.** Make sure you also include languages and the level you speak them at.

INTERESTS

Your interests can give a good indication of your personality and how you'll potentially fit into a company. You should focus on **hobbies relevant to the job** that you are applying for.

Where should you **UPLOAD YOUR CV**



LinkedIn - the biggest professional network

Your favorite **companies'** career pages

WWW

Your University/ Business School
career portals



Websites for professionals in your industry (Behance, Domestika, etc.)

Bē

**EUROPE
LANGUAGE
JOBS**

ELJ - the most trusted job board to find a job abroad

Popular **local job websites**



COUNTRY

SPECIFIC CV

Different countries have different rules and expectations and it's important to familiarise yourself with these to increase your chances of employment in your dream destination!

SPAIN, CYPRUS & GREECE

- CV length? **1-2 pages**
- Include a **photograph of yourself**? Yes
- Include **personal information**? (Age/Exact Location) Yes
- Arrange your CV in reverse chronological order with your recent **work experience at the top, followed by qualifications and then education.**

GERMANY, HOLLAND & BELGIUM

- CV length? **1-2 pages**
- Include a **photograph** of yourself? Yes
- Include **personal information**? (Age/Exact Location) Yes
- Arrange your CV in reverse chronological order with **education first, followed by qualifications and work experience.**

UNITED KINGDOM

- CV length? **1-2 pages**
- Include a photograph of yourself? No
- Include personal information? (Age/Exact Location) No
- Arrange your CV in reverse chronological order with the relevant, **recent experiences at the top, followed by qualifications and then education.**

By adapting your CV slightly to each position, you are significantly increasing your chances of being selected for an interview.

SCANDINAVIA: NORWAY, SWEDEN, FINLAND & DENMARK

- CV length? **1-2 pages**
- Include a **photograph of yourself**? Yes
- Include personal information? (Age/Exact Location) No
- Arrange your CV in reverse chronological order with the most relevant, **recent experiences at the top, followed by qualifications and then education.**

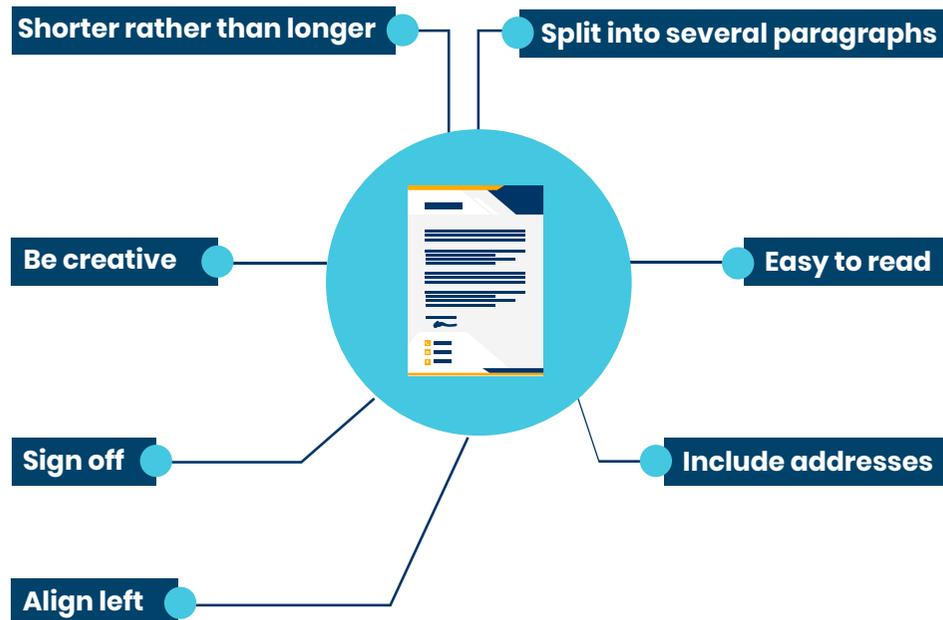
PORTUGAL

- CV length? **1-3 pages**
- Include a **photograph of yourself**? Yes
- Include **personal information**? (Age/Exact Location) Yes
- Arrange your CV in reverse chronological order with your **education first, followed by professional training and work experience.**

What should a COVER LETTER LOOK LIKE?

A cover letter is a great opportunity to show your personality a little, since there isn't enough space in a CV to introduce yourself on a personal and detailed level.

The original role of the cover letter (named because of its original role as the cover page of a posted CV) was to **explain exactly why you were sending a CV**. It also specified which position you were interested in, as a big company would likely have several available vacancies at one time.



WHAT SHOULD A COVER LETTER INCLUDE?

Tell them why you like the company

Tell the company what appeals to you about them and the position you are applying to. Also, providing some specific details about the company will show you know who and what you are applying to, making your cover letter more specific to the position. **No one wants to feel like they are reading a generic letter** that has likely been sent to plenty of other companies.

Then tell them what you can offer

Simply telling them what your skills are isn't enough. You need to apply your skills to the company. In other words, **tell them why you will be an asset to their company**. Using measurable skills and stats is a great way to give the recruiter a concrete example of just how valuable you would be to them.

Express how much you want the position

Getting the balance between seeming desperate and seeming too carefree is tough. **Use phrases like, 'The prospect of performing in this role genuinely excites me.'**

Make sure...

- It's **easy to read**
- You **check it through!!**
- Any **gaps in your CV are explained**
- It's **personalized to the job** you're applying to

4. SEAL THE DEAL



Differences between **EMPLOYMENT PLATFORMS**

EMPLOYMENT AGENCIES

Agency where you can get financial help and assistance finding a job.

- + **Financial, legal and employment help**
- **Less interesting job offers**

JOB BOARDS

Website where you can find and apply to different offers from different companies.

- + **All offers are reliable**
- **Don't always receive feedback**

RECRUITMENT AGENCIES

An agency where recruiters find and interview people for other companies.

- + **Communication**
- **Multiple steps interview process**

JOB INDEXORS

Websites where you can find offers collected from different job boards.

- + **Huge number of offers**
- **Low response rate**

HR DEPARTMENTS

Departments where you can find new vacancies in particular companies.

- + **Direct access to employers**
- **Can be very slow**

SOCIAL NETWORKS

Job offers which are posted on Facebook, LinkedIn, Xing etc.

- + **Easy to find offers**
- **Not reliable**

Insider tips from **OUR RECRUITERS**

We interviewed our HR Manager, Mónica Senín, and asked her to share her expert tips and interview advice, revealing the best recruitment secrets – what recruiters like and what they don't! Take advantage of this inside knowledge from Europe Language Jobs and you'll become one step closer to landing your dream job!

What are the most common CV mistakes you have come across?

It's extremely off-putting when a candidate sends their **CV in the wrong order**. We like to open a CV that is well-structured with the latest experience and education at the top.

What things really stand out to you on a CV?

When candidates are applying for a position here at Europe Language Jobs, I always enjoy opening a CV that contains a nice professional photograph of the candidate, with a good personal summary, outlining their previous experience, including their tasks and responsibilities. CV's that contain all of this information show us **a clear explanation of why you want to work for us**.

When is the right time for a candidate to ask about salary?

Demonstrate your values, experience and why you want the job first, and then think about asking this question. **You can ask this at the end of the interview**, when we ask you if you have any further questions... but please consider how you ask the question.

For example, a good approach would be to ask “what benefits and conditions are the company offering for this opportunity?” It's a question that should be **asked in a polite manner, at the right time**.

Difficult Interview

QUESTIONS & ANSWERS

How much do you expect to be paid for this role?

Employers want to know that your salary demands are reasonable. **Ask for a range** before you throw out a figure, because if you are the first to state your expectations the number you state could be less than what an employer might be willing to pay. Before your interview **get an idea of how much similar positions pay so you know what you're talking about.** To be safe, use this research as a guide and express your willingness to negotiate your pay scale.

What's your biggest weakness?

This shows how self-aware you are and how good you are at self-reflection. **Being able to rationally see where you've gone wrong and where you can improve is a valuable quality to have.**

Using an answer such as "I'm a perfectionist" or "I work too hard" is all too common and most of the time not very accurate. Recruiters will be able to sense how sincere your answer is, and this type of response doesn't normally cut it. Nonetheless, whilst it's great to be honest, **it's important to also give an example of how you are working on that weakness to overcome it.**

Example:

I can sometimes have problems with time management. To make sure this doesn't interfere with my work, I make my own schedule for the day and am strict with myself that I don't neglect one task whilst paying too much attention to another.

What do you know about our company?

Many people make this mistake. Employers want candidates who are interested not just in the salary, but in the company and the particular role you are applying to. It's not a good look when someone asks "What role did I apply to again?". **Show your interest in the company by doing some research beforehand.**

"Explain what you understood about the company and don't be afraid to ask questions about it. **The importance of this question is showing interest,** that you actually cared to look at what they do."

Example:

"From what I've seen you are a multilingual job board for candidates within Europe. You also have a blog featuring content about career advice and relocating abroad. I wondered whether you have multiple offices around Europe or just in Barcelona?"

Questions to ask

THE INTERVIEWER

This can be one of the toughest parts of the interview. To make life easier, prepare some questions beforehand and listen carefully throughout the interview to avoid asking about something they already mentioned.

Are there opportunities for professional development?

This question is great for **finding out the available growth and development opportunities**. Any company that doesn't have these should be a warning sign that this might not be the right company to work for.

What's your favorite part about working at the company?

By asking this, you will hopefully **get some insight into the employee satisfaction**. If the interviewer hesitates when answering this, it might not be the best sign.

Where do you think the company is headed in the next 5 years?

If you're looking at staying at a company long term, you'll want to **make sure that you know that there are plans for growth**.

What are the next steps after this interview?

This is one of the most important questions, but also one of the questions that is most likely to have been answered already. This information **will help you to prepare for any of the following stages** if the initial interview goes according to plan.

Knowing what to ask an interviewer is key to showing your interest in a company, as well as making sure the company is a good fit for you.

The interview

YOUR TIME TO SHINE

The interview is probably the most nerve-racking part of the job search process, especially if it's your first interview. Some people can handle them better than others, but even if you are the most confident person out there, you still need to be prepared.

HOW TO PREPARE?

This is the most crucial part of interview success and a recruiter will always know when someone is not prepared. Follow the steps below to **make the best use of your time before the interview.**

Research the company: Completing research beforehand will help you to perform well in the interview and determine whether this is the right company for you **based on the company size, company culture, company values** etc. Browse their website, social media channels, read their press releases, try to find out as much as you can to impress the interviewer!

Make sure you practice: Whether you have been to lots of interviews or this is your first, we always recommend practicing beforehand! This is a great way to **test your knowledge of the company** and to see which questions you need to work on.

Plan your journey: Always make sure that you leave with more than enough time, this way you can avoid rushing and arriving flustered and panicked, and hopefully, **this extra time should cover any unexpected delays along the way.**

WHAT TO BRING?

Next, it's important that you gather the essential items to bring to your interview. Even if you haven't been told to bring anything with you, it's always better to **arrive over prepared** to show off your organisational skills and to **avoid any unwanted complications...**



What happens after the **JOB INTERVIEW**

Straight after the interview there are two main things you need to find out; the time in which it will take for you to receive an answer, and who you should follow up with. Having the contact information of this person is very important, and will most likely be their email address.

The best thing to do straight after this is to **take time to evaluate**, re-think what you mentioned, what seemed interesting to the interviewer etc.

The next step would be to **send a well-thought out thank you email**. In this you should take time to thank them for their time and to answer any questions you were unable to fully answer, add references from previous employers and mention something they found interesting etc. This email is also a great opportunity to **ask any questions that you forgot to ask** during the actual interview.

Another plus point is that it will help to keep your name fresh in the mind of the interviewer, as even if you did well they will probably be interviewing more people, so it can be easy to forget.

It is also a great way to **show that you're truly interested in the job**. Companies will only want to employ someone who's genuinely enthusiastic about the job and really wants to work there.

Points to remember:

- **Be professional**, check spelling, especially of people's names
- **Don't be pushy**
- **Check links/attachments work properly**
- **Send it the same day** as the interview or at most a day after while the interview is still fresh
- **Don't expect instant results** - people are busy!
- **Don't make the email too long**, keep it business like and easy to read.

Following up can be the key factor in getting the job that you want. It shows that you are genuinely interested and enthusiastic about the job, which could separate you from hundreds of other applicants competing for the same position.

FINAL THOUGHTS!

Lots of new opportunities are revealed once we start discovering our own capabilities and stepping outside of our comfort zone.

We wish you the best of luck in your next adventure!

EUROPE
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