

**GUIDE
FOR
OBTAINING
A JOB
SEEKER
VISA**

HOW TO OBTAIN A GERMAN JOB-SEEKER VISA AS A FOREIGN CITIZEN

Seeking professional opportunities abroad not only opens up new horizons, but also requires thorough preparation and knowledge of the applicable procedures. This guide provides a comprehensive step-by-step guide for foreign nationals interested in obtaining a German Job-Seeker Visa. The Job Seeker Visa allows applicants to search for a suitable professional opportunity in Germany for a limited period of time.

To ensure a smooth application process, it is crucial to understand the specific requirements of the German embassy or consulate in your region. This guide not only provides an overview of the essential steps, but also emphasises the key elements that are important for a successful application process. From the qualification check to making an appointment and finally obtaining a visa, all the necessary steps are explained in detail to facilitate your path to a German job-seeker visa.

It is advisable to check the information regularly as requirements may change. Careful preparation and adherence to the specified procedures are the key to successfully obtaining a visa and lay the foundation for a promising professional future in Germany.



RESEARCH AND PREPARATION:

1 COMPREHENSIVELY RESEARCH THE REQUIREMENTS AND PREREQUISITES:

Before you set out to apply for a German job seeker visa, it is crucial to conduct thorough research into the specific prerequisites and requirements. This step lays the foundation for a successful application process and minimises potential delays or problems.

A Visit the official website of the German embassy or consulate:

Navigate to the official website of the German embassy or consulate responsible for your place of residence. This website provides a comprehensive guide specifically tailored to the needs of job-seeker visa applicants.

B Identify the relevant information:

Search specifically for information on the requirements that must be met in order for your application to be considered. This may include the required qualifications, language skills, financial means and other specific criteria.

C Ensure the information is up to date:

Because visa requirements can change, it is critical to ensure that you have the most up-to-date information on the website. Check regularly for updates or changes to the regulations to ensure your application complies with the latest guidelines.

D Use contact options:

If you have specific questions or are unsure, use the contact options provided on the website to connect directly with visa specialists at the embassy or consulate. Clear communication in advance can avoid possible misunderstandings.

E Check alternative sources of information:

In addition to the official website, you can also consult alternative sources of information such as forums or testimonials from people who have already applied for a Job Seeker visa. This offers first-hand insights and can provide practical tips.



PROFESSIONAL QUALIFICATION:

2 CHECKING AND ADAPTING PROFESSIONAL QUALIFICATIONS TO GERMAN STANDARDS:

Having your professional qualifications recognised according to German standards is a crucial step in preparing to apply for a German Job Seeker Visa. Germany attaches great importance to the applicant's qualifications meeting national requirements to ensure that they comply with local labour market standards.

A Consult recognition centres:

Identify the relevant recognition bodies in Germany that are responsible for your specific professional qualification. These recognition bodies vary depending on the professional field and can be, for example, chambers of crafts, professional chambers or other professional organisations. A good place to start is this link: :
<https://www.research-in-germany.org/en/plan-your-stay/refugee-researchers/recognition-of-professional-qualifications.html>



B Check the recognition requirements:

Visit the official website of the relevant recognition body and check the specific requirements for the recognition of your professional qualification. This could include submitting documents such as diplomas, certificates and evidence of employment as well as completing application forms.

C Consider language requirements:

Some recognition procedures may also require language certificates to ensure that you have the necessary German language skills to practise your profession. These requirements vary depending on the professional field and should therefore be checked in advance.

D Apply for recognition in good time:

To avoid delays, apply for recognition of your professional qualification early. This allows sufficient time for the process and takes into account possible waiting times.

E Consider alternative routes to recognition:

In some cases, alternative routes to recognition may exist, such as adaptation qualifications or aptitude tests. These options should also be considered to ensure that your qualification meets German standards.

Careful review and adaptation of your professional qualifications to German standards are essential to ensure a smooth transition into the German labour market. By taking these steps early on, you will lay the foundation for successful recognition of your qualifications as part of the Job Seeker Visa application process.



3 ACQUIRE THE NECESSARY GERMAN LANGUAGE SKILLS:

Mastering the German language is an essential factor for the success of your Job-Seeker visa application, as it not only facilitates communication in everyday life, but also significantly improves your chances on the German labour market.

A Determine the required language level:

Find out the exact language level required for your specific visa application. In most cases, the Common European Framework of Reference for Languages (CEFR) is used to categorise the different language levels, starting from A1 (beginner) to C2 (advanced knowledge). No language certificate is required for academics and IT experts.

B Selection of suitable language courses:

Select language courses that are tailored to your current language level and the specific requirements of your visa application. This could be an intensive course at a language school, an online language course or a combination of different learning methods.

C Prepare for the certificate exam:

Prepare specifically for the certificate exam that will prove your attained language level. Common German examinations include the TestDaF, telc Deutsch, Goethe-Zertifikat and others. Find out about the content of the exam, practise specifically and use resources such as practice books or online practice platforms.

D Regular language practice:

Integrate the German language into your everyday life on a regular basis. This can be done by reading books, watching films or listening to German podcasts. Practical application not only promotes learning, but also provides a better understanding of the culture and everyday use of the language.

E Apply for your certificate early:

Apply for your language certificate early enough to ensure it is available before submitting your visa application. Processing time can vary depending on the exam organisation and applying early will minimise potential delays.

Investing in acquiring the necessary German language skills not only demonstrates your commitment to successful integration, but also strengthens your position on the German labour market. By taking a systematic approach to language acquisition, you will not only increase your chances of obtaining a Job Seeker Visa, but also create a solid foundation for your professional future in Germany.



4 PREPARATION OF A CONVINCING CV AND COVER LETTER:

Preparing a detailed CV and compelling cover letter is a crucial step in providing potential employers in Germany with a clear overview of your qualifications and career goals.

A CV:

CONTACT INFORMATION:

Begin with your complete contact information, including name, address, phone number and email address.

CAREER OBJECTIVE:

Include a concise summary that clearly states your career objective in Germany. Emphasise how your qualifications and experience can enrich the German labour market.

PROFESSIONAL QUALIFICATIONS:

List your professional qualifications, starting with your highest level of education completed. Include relevant details such as institution, year of graduation and specialisation.

WORK EXPERIENCE:

Highlight your professional experience by listing your previous positions in chronological order. Concisely describe your duties, accomplishments and skills relevant to the position you are seeking.

SKILLS:

Include a list of your skills, both subject-specific and transferable skills. Emphasise language skills, IT skills and other specific competencies.

ADDITIONAL SECTIONS:

Depending on relevance, you can also add sections on continuing education, publications, conference attendance or other relevant activities.



B Cover letter:

ADDRESSEE AND SALUTATION:

Address the cover letter to the appropriate company contact and use a professional salutation.

INTRODUCTION:

Begin with a clear and concise introduction of yourself, followed by a brief explanation of why you are interested in the advertised position or a general job search in Germany.

PROFESSIONAL MOTIVATION:

Explain your professional motivation for moving to Germany. Emphasise why you are interested in the German labour market and what professional goals you are pursuing in Germany.

RELATION TO THE COMPANY:

Show that you have researched the company thoroughly and explain why you believe your skills and experience will add value to the company.

PROFESSIONAL STRENGTHS:

Highlight your specific professional strengths and experience that make you a suitable candidate for the position.

CONCLUSION AND CALL TO ACTION:

Conclude the cover letter with a summary of your qualifications and invite the employer to interview you further or review your resume.

By creating a carefully crafted CV and a convincing cover letter, you not only show your professionalism, but also increase your chances of being noticed by potential employers in Germany. Individualise your application documents according to the requirements of the respective job advertisements or company profiles in order to make a tailor-made and successful impression.



5 PROOF OF SUFFICIENT FINANCIAL RESOURCES:

Ensuring sufficient financial resources is a crucial aspect of preparing your job seeker visa application for Germany. These funds should ensure your livelihood during your job search in Germany and serve as a measure to demonstrate financial stability

A Bank statements:

RESEARCH THE MINIMUM AMOUNTS REQUIRED:

https://www.einwanderer.net/fileadmin/downloads/tabellen_und_uebersichten/Mindesteinkommen.pdf(translate with deeple)

Find out about the specific financial requirements stipulated by the German embassy or consulate. This may vary depending on the length of stay.

B Optional: Declaration of commitment from a guarantor:

CLARIFY THE LEGAL ASPECTS:

Find out about the legal aspects of a letter of guarantee, which is often issued by a guarantor resident in Germany. This guarantor undertakes to cover your living expenses.

OBTAIN THE LETTER OF GUARANTEE:

Obtain a formal declaration of commitment from a suitable guarantor. This can be a family member, friend or another trustworthy person.

DOCUMENTS REQUIRED FROM THE GUARANTOR:

In addition to the letter of commitment, the guarantor should also provide you with proof of sufficient funds and a copy of their ID card or passport.

CLEAR COMMUNICATION WITH THE GUARANTOR:

Communicate clearly with the guarantor about the terms and requirements of the letter of undertaking to avoid any potential misunderstandings.



C Overall strategy:

COMBINATION OF EVIDENCE:

In some cases, a combination of bank statements and a letter of undertaking can provide robust financial security.

EARLY PREPARATION:

Start compiling all the necessary financial evidence early to ensure you have sufficient time to obtain or update any documents.

D Other financing options:

Consider looking at other funding options such as scholarships or financial aid programmes to stabilise your financial situation during your job search.

Careful preparation and clear evidence of sufficient financial resources will emphasise your financial responsibility and help to ensure a smooth visa application process. By fully demonstrating your financial security, you are signalling to the German authorities your ability to support yourself during your stay in Germany.



6 TAKE OUT VALID HEALTH INSURANCE:

Ensuring you have comprehensive health insurance is an essential part of your preparation for a German job-seeker visa. In Germany, health insurance is mandatory and serves to protect your health during your stay.

A Type of health insurance:

STATUTORY HEALTH INSURANCE (GKV) OR PRIVATE HEALTH INSURANCE (PKV):

Find out about the differences between statutory and private health insurance. As a rule, employees with a fixed income in Germany are covered by statutory health insurance, while the self-employed and certain groups have the option of private health insurance.

B Take out health insurance before entering the country:

TIMELY PLANNING:

Start planning and taking out health insurance well in advance of your arrival in Germany. This can be done online or through local insurance providers.

ENSURE VALIDITY PERIOD:

Make sure that your health insurance is already valid before you start your stay in Germany. This is particularly important to ensure cover from the outset.

C Provision of documents:

INSURANCE POLICY:

Have your insurance policy and all relevant documents ready to present to the German authorities if required.

INSURANCE CARD:

If you are issued with an insurance card, always carry it with you. The card facilitates access to medical services.

D Ensure continuous cover during your stay:

UPDATE ON EXTENSION:

If your stay in Germany is extended, make sure that your health insurance is continuously valid. Update the insurance accordingly if necessary.

MAKE ANY NECESSARY ADJUSTMENTS:

If your circumstances change (e.g. change from a student visa to a job-seeker visa), adjust your health insurance accordingly.

Timely and thorough health insurance coverage is not only a prerequisite for the job-seeker visa, but also an essential contribution to your well-being during your stay in Germany. By choosing a suitable health insurance policy and keeping it up to date, you ensure that you have access to high-quality medical care when you need it.

7 APPLICATION AND COLLECTION OF ALL NECESSARY DOCUMENTS:

Applying for a German job-seeker visa requires careful preparation and compiling comprehensive documentation. Compliance with the requirements and accurate fulfilment of the visa application form are crucial for a successful application process.

A Visa application form:

DOWNLOAD FROM THE OFFICIAL WEBSITE:

Visit the official website of the German embassy or consulate to download the current visa application form. These forms are usually available in the "Visa" or "Visa Application" section.

FILL IN CAREFULLY:

Complete the visa application form carefully and follow the instructions on the form exactly. Avoid mistakes, as incomplete or incorrect information can delay the application process.

PRINT AND SIGN:

Print out the completed form and sign it in the spaces provided. Note that some documents may need to be submitted as originals or certified copies.



B Required documents:

PASSPORT:

Ensure that your passport is valid for at least six months beyond the expected end of your stay. Attach copies of relevant pages.

BIOMETRIC PHOTOS:

Obtain biometric passport photos as per the requirements of the German embassy. These photos should be recent and meet international standards.

CURRICULUM VITAE:

Submit a detailed CV that includes your education, work experience, qualifications and other relevant information. The CV should comply with German standards and be complete.

COVER LETTER:

Include a compelling cover letter that explains your professional motivations for seeking a job in Germany, your goals and your eligibility for the Job Seeker Visa.

PROOF OF PROFESSIONAL QUALIFICATIONS:

Submit all required documents that prove your professional qualifications. This may include certificates, diplomas or letters of recognition.

LANGUAGE CERTIFICATES:

Submit your language certificates that prove the level of German you have achieved. This can include test results such as the TestDaF or other recognised certificates.

FINANCIAL DOCUMENTS:

Gather any required financial proof, including bank statements or a letter of commitment from a guarantor. These documents prove your financial independence during your stay.



C Completeness check:

CHECK ALL DOCUMENTATION:

Make sure that you have prepared all the required documents completely and correctly. Comprehensive documentation makes it easier for the authorities to process your application.

ORGANISATION OF THE DOCUMENTS:

Organise your documents carefully according to the requirements of the application documents. A clear structure will make it easier for the processing authorities to check your information.

MAKE COPIES:

Make copies of all documents for your own records. This will make it easier to deal with any losses or queries during the application process.

Careful preparation and submission of all required documents are crucial steps on the road to successfully applying for a Job Seeker visa for Germany. By ensuring that your documents comply with the applicable requirements, you will make a significant contribution to ensuring that your visa application runs smoothly.



8 MAKING AN APPOINTMENT TO SUBMIT YOUR APPLICATION:

Making an appointment at the German embassy or consulate in good time is a crucial step in submitting your Job Seeker visa application in person. Making an appointment in advance allows for orderly processing and helps to make the application process efficient.

A Online Appointment Booking:

VISIT THE OFFICIAL WEBSITE:

Visit the official website of the German embassy or consulate responsible for your place of residence. Appointments are usually made via the "Visa" or "Appointment" section.

LOG IN OR REGISTER:

If required, log in or register on the website to gain access to the appointment booking section. Follow the instructions for creating a user account.

SELECT VISA TYPE:

Select the appropriate visa type, in this case the Job Seeker visa, from the list of available options.

CHECK AVAILABILITY:

Check the availability of appointments for application submission. Appointments may be limited depending on demand and processing capacity.

**B** Appointment details and confirmation:**SELECT PREFERRED APPOINTMENT DATE:**

Select an appointment that fits your schedule and note the details, including the date, time and location.

CONFIRMING THE APPOINTMENT:

Confirm the selected appointment and review all instructions associated with making the appointment. A confirmation email or printout of the appointment may be helpful.

C Preparing for the appointment:**COMPLETING THE PAPERWORK:**

Make sure all required paperwork is prepared and complete according to the instructions on the website.

PUNCTUALITY AND PROFESSIONALISM:

Show up on time for the scheduled appointment and dress appropriately. A professional appearance emphasises the seriousness of your application.

MAKE A NOTE OF ANY FEES:

Be aware of any visa fees that may need to be paid when submitting your application. Clarify the payment options in advance.

D Use alternative contact options:

TELEPHONE APPOINTMENT:

If it is not possible to make an appointment online, enquire about alternative options, such as making an appointment by telephone. You can find the contact details on the website of the embassy or consulate.

PERSONAL VISIT:

In some cases, it may be possible to visit the embassy or consulate in person to make an appointment.

Making and keeping a precise appointment are essential steps in submitting your Job Seeker visa application in Germany. By utilising the resources available online and following the embassy or consulate's instructions to the letter, you will help to ensure that your application process runs smoothly.

9 PREPARING FOR THE VISA INTERVIEW:

A visa interview is often an important part of the job-seeker visa application process. The face-to-face interaction allows the authorities to get to know you better and ensure that you fulfil the requirements for the visa. Here are some steps for successful preparation:

A Know about the visa application:

GO THROUGH YOUR APPLICATION:

Internalise all the details of your visa application. Be prepared to talk about your career plans, qualifications and the purpose of your stay in Germany.

UNDERSTAND THE REQUIREMENTS:

Make sure you understand the specific requirements of the Job Seeker visa. This includes qualifications, financial resources and the planned course of your job search.

B Communicate about career plans:

EXPLAIN YOUR CAREER GOALS:

Be prepared to speak clearly and concisely about your career goals in Germany. Emphasise how these goals correlate with your qualifications and experience.

DEMONSTRATE YOUR INDUSTRY KNOWLEDGE:

Show that you have researched job opportunities and the economic situation in Germany. This emphasises your serious interest and preparation.

C Explain proof of financial resources:

CLEARLY EXPLAIN FINANCIAL RESOURCES:

Be prepared to explain in detail how you are financially secure during your job search in Germany. Emphasise listed bank statements or a guarantor's declaration of commitment.

PROVE YOUR FINANCIAL INDEPENDENCE:

Demonstrate that you have sufficient means to support yourself and that you are not dependent on public assistance.

D Language skills and cultural adaptation:

DEMONSTRATE YOUR GERMAN LANGUAGE SKILLS:

If you have already acquired German language skills, demonstrate your abilities. Explain how these skills will help you find a job and integrate into German society.

EMPHASISE CULTURAL ADAPTATION:

Emphasise your willingness and ability to adapt culturally. This can be emphasised through experience, further training or your interest in German culture.



E Behaviour and etiquette tips:

POLITE AND RESPECTFUL BEHAVIOUR:

Be polite and respectful to interviewers. Adhering to etiquette is crucial to making a positive impression.

CLEAR AND CONCISE ANSWERS:

Answer questions clearly and concisely. Avoid ambiguity and be prepared to provide further clarification if necessary.

F Practise the interview:

SIMULATE THE INTERVIEW:

Practise the interview with a friend or family member. This will help you prepare for possible questions and refine your answers.

GET FEEDBACK:

Get constructive feedback to improve your presentation and communication. Successful preparation for the visa interview requires a thorough knowledge of your own application details and clear communication of your plans and qualifications. Through focused preparation, you can appear confident and convincing during the interview and increase the chances of your Job Seeker visa being approved.

9 FEE PAYMENT AND VISA PROCESS:

A Fee Payment:

DETERMINE THE VISA FEES:

Find out the current visa fees for the Job Seeker visa. Fees may vary depending on the type of visa and individual circumstances.

AVAILABLE PAYMENT OPTIONS:

Check the available payment options accepted by the embassy or consulate. This may include cash, credit card or other electronic payment methods.

TIMING OF FEE PAYMENT:

Pay the visa fees well in advance of your application submission date. Make sure that the payment is confirmed before the appointment.

B Application review and decision:

WAIT FOR THE REVIEW PROCESS:

Once your application has been submitted, the embassy will conduct a thorough review. This may take several weeks, depending on the processing time and workload.

POSSIBLE QUERIES:

Be prepared that you may be contacted by the authorities during the review process if additional information or clarification is required.

APPLICATION STATUS TRACKING:

Regularly check the status of your visa application if the embassy or consulate offers an online tracking system.

NOTIFICATION OF DECISION:

Once the review process is complete, you will receive a notification of the decision by email or post. This notification will inform you of the approval or rejection of your visa application.

C Visa collection:

PICK UP IN PERSON:

If your visa has been approved, make an appointment to collect it in person. This enables a smooth handover and provides an opportunity for any queries.

USE THE SHIPPING SERVICE:

Alternatively, if offered, you can use the embassy or consulate's mailing service to conveniently receive your visa by post.

BRING THE REQUIRED DOCUMENTS:

Bring all required documents, including your proof of identity and confirmation of fee payment, to collect your visa.

VISA IN YOUR PASSPORT:

Your visa will be affixed to your passport. Check all entries and ensure that all information is correct.



D Further steps after the visa has been issued:

MAKE TRAVEL ARRANGEMENTS:

Start making preparations for your trip to Germany. This includes booking flights, organising accommodation and other logistical details.

EXCHANGE INFORMATION WITH EMPLOYERS:

If you already have contact with potential employers in Germany, get in touch with them to discuss your planned arrival date and other details.

CHECK HEALTH CARE:

Check health care for your stay and clarify any other medical requirements if necessary. The successful payment of fees, the application review process and the collection of your visa mark the completion of your application process. By carefully following the instructions and preparing well in advance, you will help to ensure that your stay in Germany runs smoothly and successfully.

ADDITIONAL SUPPORT AND RESOURCES:

LEGAL ADVICE ON FIVERR AND AFFILIATE LINKS:

If you would like additional legal advice regarding your Job Seeker visa, you can seek professional assistance from me on fiverr. I am an experienced lawyer and can clarify individual questions and provide specific guidance. Click here for legal advice on fiverr:

<https://go.fiverr.com/visit/?bta=413948&brand=fiverrcpa&landingPage=https%3A%2F%2Fwww.fiverr.com%2Flegaladvisorger%2Fbe-your-legal-expert-on-german-immigration-and-work-visa-laws>

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