

Jobs

Vocabulary – World of work

English	German	In context	Notes <i>(Write something that helps you to learn.)</i>
clerk	(der) Büroangestellter / (die) Büroangestellte	This is a person that works in an office.	
CV	(der) Lebenslauf	In a CV you give your new boss some facts about yourself (date of birth, schools etc.).	
skills	(die) Fähigkeiten / (die) Fertigkeiten	These are the things you can do well.	
employee	(der) Arbeitnehmer / (die) Arbeitnehmerin	When you work for somebody else, you are the employee.	
employer	(der) Arbeitgeber / (die) Arbeitgeberin	The employer is the boss of his / her employees.	
to earn money	Geld verdienen	You get money for your work.	
training	(die) Schulung	For some jobs you need a special training to get the skills.	
job interview	(das) Vorstellungsgespräch	At a job interview your new boss asks you a lot of questions. You answer.	
job centre	(das) Arbeitsamt	The job centre helps you to find a job.	
apprentice	(der) Auszubildende / (die) Auszubildende	When you train for a job, you are the apprentice.	
apprenticeship	(die) Lehre	Training for three years to learn the skills for a job.	
application	(die) Bewerbung	When you want to get a job, you must write an application.	
letter of application	(das) Bewerbungsschreiben	In a letter of application you write information about yourself and your skills.	

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to apply for a job	sich auf eine Stelle bewerben	When you apply for a job, you must write a letter of application and go to a job interview.	
unemployment	(die) Arbeitslosigkeit	The state of not having a job.	
to be out of work	arbeitslos sein	You don't have a job.	
salary	(das) Gehalt	This is the money you get for doing your job.	
to work in shifts	in Schichten arbeiten	As a doctor or a fire fighter you must work in shifts: sometimes in the morning, sometimes in the afternoon and sometimes at night.	
full-time job	(die) Vollzeitstelle	When you have a full-time job, you usually work 40 hours a week.	
part-time job	(die) Teilzeitstelle	When you have a part-time job, you work less than 40 hours a week (e.g. only 25 hours).	