

## Guidelines for Application

Please include:

**1. Motivation letter (no longer than one page)**

**2. Curriculum Vitae**

Including the following information:

- Current address, phone and mobile phone numbers, e-mail address
- Details of current job position
- Details of work experience
- Previous international experience if applicable
- Information on your marital status and age of your children if applicable
- Academic education and/or vocational trainings (please include certificates)

**3. Other information**

- Name and position of two persons who can give a reference (please include their phone numbers and e-mail addresses)
- Date of possible employment

Please copy all your documents (motivation letter, CV, certificates etc.) into one pdf document that should be no bigger than 5 MB. Do not send individual documents.