







## 70RAN DJINDJIC

# INTERNSHIP PROGRAMME OF GERMAN BUSINESS FOR THE COUNTRIES OF THE WESTERN BALKANS

Guideline on how to apply

www.stipendienprogramm.org



Before applying please make sure that you fulfill the preconditions stated on the website. Keep in mind that you will apply for participating in our Programme, not for a specific position in a specific company.

Before you fill in the online application, prepare all documents stated on the website:

Applicants -->

Job Description Print Preview

Save Job Return to List

Choose the area for which you would like to apply. If you are unsure in which area to apply, choose the one that is closest to your interest.

E.g., you study 'Mechatronics' and your studies consists of subjects like electrical engineering, mechanical engineering and computer science. All subjects are interesting to you, but you mostly focus on electrical engineering. Choose "Electrical Engineering" as area for application. There is no need to apply in all three areas.

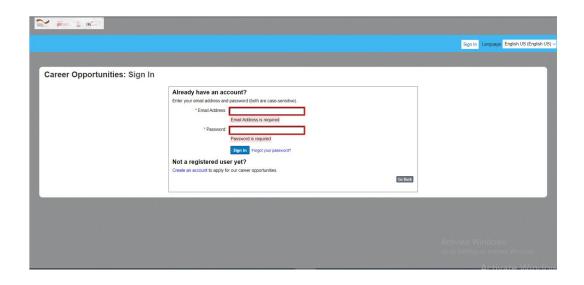
Click at the 'Apply' button in the upper right corner.

Career Opportunities: 2022: Finance (622)

Requisition ID 622 - Posted 09/27/2021



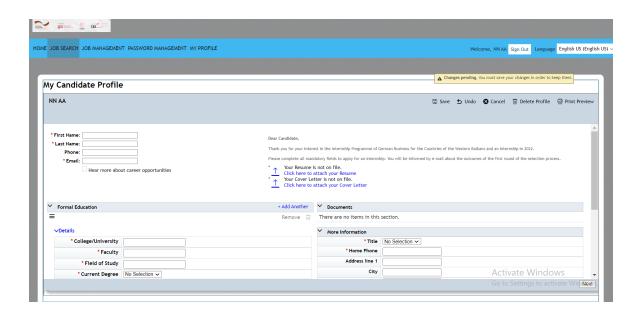
Sign in, if you already set up an account or register as a new user.



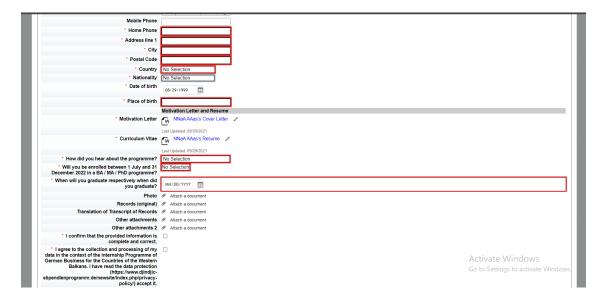
To register as a new user, you need to fill in your e-mail address, a password and your name.



- On the first page, please complete the fields with your basic information. Upload your CV and your letter of motivation.
- All uploaded documents shall be in PDF file.
- Use the template for the CV provided on our website. If you use another template, your application will not be considered. Upload your CV in the defined field.
- Answer the set of questions provided on our website in your letter of motivation. Upload your letter of motivation in the defined field.
- Click 'Next' to upload the other documents on the second page.



- On the second page you will be able to upload all other required documents:
- Portrait photo
- Transcript of records (originals)
- Translation of transcript of records (it can be done by yourself; certified translation is not needed at this stage of application)
- Two recommendation letters. One needs to be from professor and issued in 2021, the other one can also be issued by a supervisors or other relevant referees and can be issued before.
- Other documents that you consider to be important for your application



- At the end please remember to click on 'Apply' to send your application!
- We will inform you about the outcomes of the first round of selection one week prior to the interviews in your country. Please visit our website to see when the interviews are scheduled.
- The call for applications will be closed on November 16th, 2021.
- If you experience any technical difficulties, do not hesitate to contact us: n.andjelkovic@stipendienprogramm.org

Good luck!

We are very much looking forward to receiving your application!



Implemented by







