

JOBS AND INTERNSHIPS



TABLE OF CONTENTS

- **Legal Regulations**
- **Types of Employment**
- **Taxes & Social Insurance**

- **Where to Find Jobs**
- **How to Apply**

EU Student

- free working market, no limitations
- German health insurance required
- more than 20 hours per week, you must pay certain insurance contributions

Non-EU Student

- 120 full days / 240 half days, usually not allowed to become self-employed
- exception: student or academic assistant job, please inform the immigration office
- internships: the same legal regulations for student jobs also apply to internships which are not mandatory

TYPES OF EMPLOYMENT

The Federal Ministry of Labour and Social Affairs regularly informs on the current minimum wage and corresponding laws!

Internships

2-6 months, full time

pay ranges from €0 - €∞

usually an allowance (“Aufwandsentschädigung”)

Student Assistance

3-19 h per week

~€10-15 per h

120 full days/240 half days rule does not apply

Minijob

not more than 20 h per week

up to €450 per month

Pay attention to working hours and salary!

Other types

freelance, short term assistance etc.

For further information on tax declarations consult the [Federal Ministry's Websites](#).

Pay attention to working hours and salary!

TAXES

< €450 / month	€450-832 / month	> €832 / month
no taxes no social insurance	no taxes social insurance	taxes social insurance

After each calendar year, you can have the state check whether you have paid too much income tax and may get a tax return.

SOCIAL INSURANCE

Above a certain limit you will automatically pay social insurance contributions:

- health insurance
- nursing care insurance
- pension insurance
- accident insurance
- unemployment insurance

social
insurance
contributions
≠ taxes

The Federal Government provides [more information](#) on taxes and social insurance.

WHERE TO FIND JOBS

University:

- [Student Services](#) list job offers
- [Career Center](#)
- [jobs at the University](#) (“SHK”, “WHF”)

State / City:

- [Job Agency](#)

Others:

- <https://praktikum.info>
- <https://englishjobs.de>
- <https://campusanzeigen.net>
- listings in newspapers (e.g. [General-Anzeiger](#))
- Keep your eye open for postings at bars, cinemas, markets etc.



HOW TO APPLY

Well, it depends!

- email
- websites with company's application portal
- by phone or in person
- CV is generally expected, read job postings carefully and attach all of the requested documents
- rule of thumb: keep applications clean and simple but well structured



ISTART CAREER PROGRAM

Career program for international students and refugees:

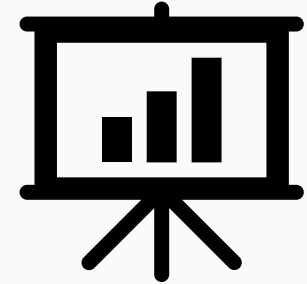
- events, workshops, podcasts
- lists of vacancies
- grammar correction in application documents in German and English

Intensive Career Program:

- orientation on the German job market
- networking
- application document review

For current dates and events check the [iStart Career Program's website](#).

- workshops, career events
- career advice
- Career Center to go
- job and internship portals



Check the [Career Center's website](#) for current dates and events.

**THANK YOU FOR YOUR ATTENTION AND
HAVE A GREAT START IN BONN!**