



INTERNATIONAL  
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UNIVERSITY

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# CAREERS OFFICE



**Job Search Abroad**



# Let the adventure of job searching abroad start here



For many people the thought of finding an ideal overseas assignment and then relocating abroad for a few years is a dream.

For other people, it is simply the only way to survive. Job hunting abroad can be both an opportunity and an adventure. There are hurdles to overcome when searching for the right job abroad.

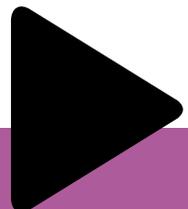
Before choosing a particular country, you need to make up your mind about whether you really want to give up your current job and take one in a country you are unsure about. This could be an intimidating task, since taking a job in a foreign country does not only mean relocating, but also making new friends and developing new business relationships.

The average job search abroad ranges between six to twelve months. Experts consider searching for a job a full-time job in itself!

Attending career counseling is helpful if you are unsure of what to do. There are a lot of great career resources providing advice on what best fits ones interests and passions.

Working abroad can be an exciting, rewarding and horizon-broadening experience and if you take the time to plan ahead carefully, you will make your transition into the overseas work place a smooth and successful one.

So, if you are considering relocating overseas to take up a temporary assignment or if you would like to move abroad permanently and find work there are basically three main aspects of expatriation that you need to think about before you make your move. This article examines them for you.



# Location

Unless you are being relocated by your employer to a specific location you will quickly discover that it is a big wide world and you therefore have a great deal of choice when considering which country best suits your lifestyle and employment requirements. In an effort to narrow down your search, determine the who, what, where, when, and how and consider any country in which you are interested in the light of the following considerations:

- i.** Language barriers - if you are considering moving to a country where the mother tongue is not one you know, will this restrict your employment prospects? Can you overcome this by learning the language before you go or do you need to reconsider your destination?
- ii.** The Job Market Abroad - Try to have a clear picture of the job market abroad before you go by trying to get any information from your network, useful sites and search engines for job vacancies and recruiters. Get in touch with government sources i.e. embassies and governmental agencies responsible for employment abroad.
- iii.** Your family - particularly if you are expatriating with children. You will need to think carefully about the healthcare and education facilities available overseas and also about getting essential insurance provisions in place before you go. Some countries are more expensive and restrictive than others.
- iv.** Mind the country's living conditions – Keep in mind the country's distance from your home country, health care facilities and social services. Also, consider the taxation and financial aspects of working abroad and finally, the weather!



# Employment

- Are you a professional in a given industry or do you have a flexible skill set that will allow you to seek work in many different sectors?
- Do your qualifications translate favourably and transfer directly overseas?
- What sectors would you like to work in, in which countries can you find work in a profession that suits you?

These are all questions you have to consider carefully.

**i.** Determine the jobs you pursue abroad - In this step, consider building a spreadsheet that contains job titles, skills and experience required, company name and location, and citizenship or work eligibility requirements. Good practice for securing an international position is first working for a company in your native country before seeking a transfer to a branch office or division in a different country.

**ii.** Prepare your Job tools - Prepare Job-Search Correspondence, including your CV, Cover Letter and be ready for a global interview.

**iii.** Build and Use Your Network of Contacts - Locally and Internationally  
Networking is important for job-hunting locally and internationally. Take advantage of all networking sources, especially college alumni, professional organizations and social media i.e. LinkedIn



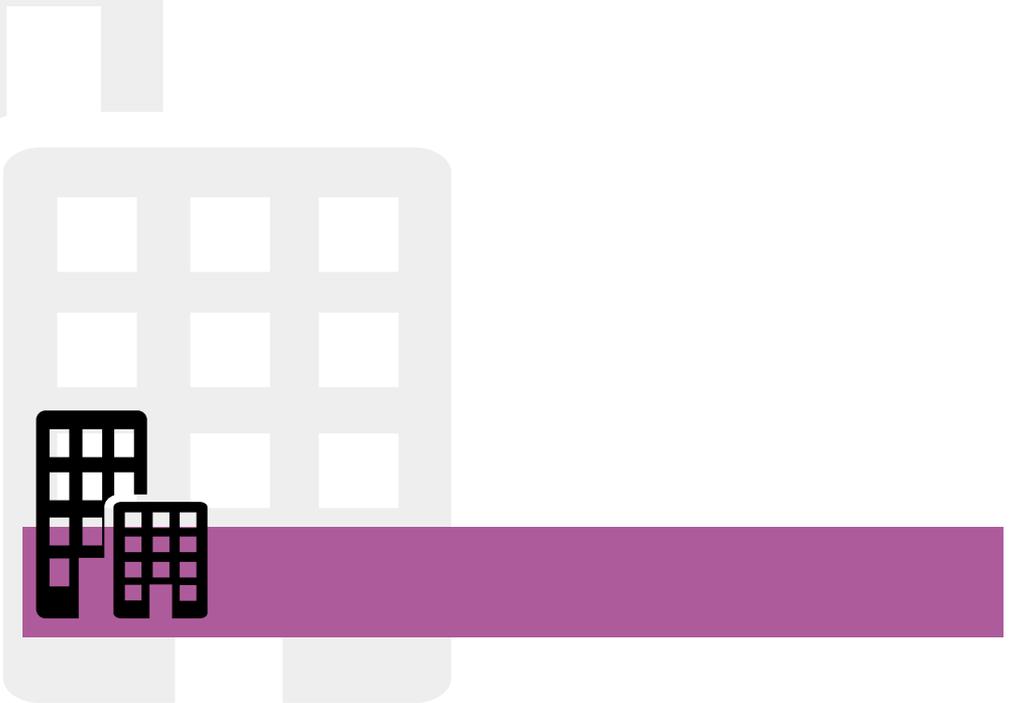
# Accommodation



Last but not least is the thought of finding somewhere to live abroad. By now you will have a clear favourite in the location stakes but now you need to examine the property market and whether it is easy and affordable to rent accommodation when you first arrive and whether, long term, it is possible for foreign residents to purchase freehold property abroad.

If you are planning on moving abroad permanently you will also need to think about moving your household belongings and personal effects with you, and what about transporting your pets overseas, too?

There are many relocation companies abroad that specialise in relocating individuals and families abroad, these companies have a fantastic skills base to assist you with every single aspect of the process. If, on the other hand, you are on a budget or looking to work abroad for a shorter period of time, use the internet to find forums and information sites dedicated to expats, working abroad and the particular countries you are interested in and you will quickly be amazed at the wealth of invaluable information out there.



# European Organisations & EU Countries

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## **European Personnel Selection Office**

Find out about the range of job opportunities and types of employment in EU institutions.

[europa.eu/epso](http://europa.eu/epso)

## **European Personnel Selection Office**

EuroBrussels is a service to help European Affairs job seekers find listings of all the actual jobs in EU Affairs, conveniently listed in one place.

[www.eurobrussels.com](http://www.eurobrussels.com)

## **Council of Europe jobs and traineeships**

[www.coe.int/en/web/jobs/traineeships](http://www.coe.int/en/web/jobs/traineeships)

## **Council of the European Union jobs**

[www.consilium.europa.eu/en/general-secretariat/jobs](http://www.consilium.europa.eu/en/general-secretariat/jobs)

## **EESC - European Economic and Social Committee**

[www.eesc.europa.eu/?i=portal.en.jobs](http://www.eesc.europa.eu/?i=portal.en.jobs)

## **EURES European employment services**

[ec.europa.eu/eures/public/en/homepage](http://ec.europa.eu/eures/public/en/homepage)

## **European Central Bank job opportunities**

[www.ecb.europa.eu/careers/html/index.en.html](http://www.ecb.europa.eu/careers/html/index.en.html)

## **Employment in European Union Services**

[europa.eu/about-eu/working-eu-institutions/index\\_el.htm](http://europa.eu/about-eu/working-eu-institutions/index_el.htm)



# Useful Sites for

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## Greece

[www.jobingreece.com](http://www.jobingreece.com)  
[www.jobseek.gr](http://www.jobseek.gr)  
[www.jobsite.gr](http://www.jobsite.gr)  
[www.kariera.gr](http://www.kariera.gr)  
[www.skywalker.gr](http://www.skywalker.gr)  
[www.yourse.gr](http://www.yourse.gr)  
[www.ergasia-thessaloniki.gr](http://www.ergasia-thessaloniki.gr)  
[www.oaed.gr](http://www.oaed.gr)



## Belgium

[www.careerbuilder.be](http://www.careerbuilder.be)  
[www.stepstone.com](http://www.stepstone.com)  
[www.neuvoo.be](http://www.neuvoo.be)  
[www.eurobrussels.com](http://www.eurobrussels.com)  
[www.brusselsjobs.com](http://www.brusselsjobs.com)  
[www.jobs-brussels.com](http://www.jobs-brussels.com)



## The Netherlands

[www.stepstone.com](http://www.stepstone.com)  
[jobs.trovit.co.uk/graduate-jobs](http://jobs.trovit.co.uk/graduate-jobs)  
[www.neuvoo.nl](http://www.neuvoo.nl)



## Sweden

[www.jobguiden.se](http://www.jobguiden.se)



## Romania

[www.careerbuilder.com.ro](http://www.careerbuilder.com.ro)  
[www.bestjobs.ro](http://www.bestjobs.ro)



## Bulgaria

[www.jobs.bg](http://www.jobs.bg)  
[www.buljobs.com](http://www.buljobs.com)



## Cyprus

[www.pio.gov.cy](http://www.pio.gov.cy)  
[www.careerjet.com.cy](http://www.careerjet.com.cy)  
[www.karierakypros.com](http://www.karierakypros.com)  
[www.cyprusrecruiter.com](http://www.cyprusrecruiter.com)  
[www.olx.com.cy](http://www.olx.com.cy)  
[www.jobincyprus.com](http://www.jobincyprus.com)  
[www.careercy.com](http://www.careercy.com)  
[www.mcw.gov.cy](http://www.mcw.gov.cy)  
[www.cyprusjobs.com](http://www.cyprusjobs.com)



## United Kingdom

[www.topjobs.co.uk](http://www.topjobs.co.uk)  
[www.prospects.ac.uk](http://www.prospects.ac.uk)  
[www.jobsearch.co.uk](http://www.jobsearch.co.uk)  
[www.jobsite.co.uk](http://www.jobsite.co.uk)  
[www.jobs.ac.uk](http://www.jobs.ac.uk)  
[www.monster.co.uk](http://www.monster.co.uk)  
[jobs.livecareer.co.uk](http://jobs.livecareer.co.uk)  
[neuvoo.co.uk/en](http://neuvoo.co.uk/en)  
[www.insidecareers.co.uk](http://www.insidecareers.co.uk)  
[www.ukjobsnet.com](http://www.ukjobsnet.com)

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# Job Search Abroad

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## Germany

[www.jobsinberlin.eu](http://www.jobsinberlin.eu)  
[www.neuvoo.de](http://www.neuvoo.de)



## France

[www.anpe.fr](http://www.anpe.fr)  
[www.neuvoo.fr](http://www.neuvoo.fr)



## U.S.A.

[www.careerbuilder.com](http://www.careerbuilder.com)  
[www.jobsearchusa.org](http://www.jobsearchusa.org)



## Russia

[www.headhunter.ru](http://www.headhunter.ru)



## U.A.E.

[www.bayt.com](http://www.bayt.com)



## Australia

[www.jobsearch.com.au](http://www.jobsearch.com.au)  
[mycareer.com.au](http://mycareer.com.au)  
[www.adzuna.com.au](http://www.adzuna.com.au)  
[www.seek.com](http://www.seek.com)

## More Jobs Websites

[www.jobpilot.com](http://www.jobpilot.com)  
[www.jobsabroad.com](http://www.jobsabroad.com)  
[www.monster.com](http://www.monster.com)  
[www.iagora.com](http://www.iagora.com)  
[www.coe.int](http://www.coe.int)

[www.jobsgreen.eu](http://www.jobsgreen.eu)  
[www.eurojobs.com](http://www.eurojobs.com)  
[www.internationaljobs.org](http://www.internationaljobs.org)  
[www.overseasjobs.com](http://www.overseasjobs.com)  
[www.idealists.org](http://www.idealists.org)

# Career Search in Academic Fields

ec.europa.eu/index\_en.html  
www.academicpositions.eu  
www.academictransfer.nl  
academploy.com  
www.lse.ac.uk/intranet/staff/humanResources/joiningLSE/recruitingContracting/  
www.academics.com  
www.findapostdoc.com/  
www.myscience.de/jobs

# Guides for Life & Work Abroad

Guides with useful information that may help you take the first steps into the job market of the country of your choice.

www.workpermit.com  
www.labourmobility.com  
europa.eu/youreurope/index.htm

# Careers Office Contact Information

**Telephone:** +30 2310 807507-6  
**Fax:** +30 2310 474520  
**Email:** careers@ihu.edu.gr

www.ihu.edu.gr/gateway  
www.ihu.edu.gr/index.php/en/career-office.html

## References

www.monster.co.uk  
jobs.goabroad.com  
www.labourmobility.com  
jobsearch.about.com/od/internationaljobs/a/careerabroad2.htm  
ec.europa.eu/eures/home.jsp?lang=el  
www.quintcareers.com/landing\_international\_job.html



