



Looking for work in *Romania*

Looking for work in another country requires more than just the obvious CV translation. You will be confronted with issues that probably didn't even cross your mind when you decided to go for an international career, but don't underestimate the big impact they can have on the outcome of your adventure! Think for example about the different rules and habits regarding immigration, job application procedures, the selection procedures and the management culture.

Expertise in Labour Mobility has prepared practical factsheets to support you in your job hunting abroad. A thorough preparation will give you a head start in the country of your choice. Here is some info on Romania:

Work permits in Romania

- Foreigners may enter Romania and stay in the country for three months with a valid passport or entry visa.
- All foreigners wishing to work in Romania, except those with residence cards, must apply for work permits and employment visas before arriving.
- Contact the Romanian embassy in your home country for further information.

The application procedure in Romania

- Speculative applications can be very successful in Romania.
- The local offices of the employment services (Oficiul Fortei de Munca) often advertise their vacancies in local newspapers.
- The Internet is a useful resource to find a job.

Writing a CV in Romania

- The key focus of your CV should be to persuade the employer to invite you for an interview. Therefore, your CV is a marketing tool, which should be adapted to the market in which you intend to use it.
- A Romanian CV includes information on your education, qualifications, skills, knowledge, experience and responsibilities.
- Mention your hobbies and other extracurricular activities.
- You should include three references at the bottom of your CV.

The application letter in Romania

- The application letter is usually typed. Handwritten letters are sometimes requested.
- Copies of diplomas are generally not included with your application letter. Do bring them to the interview though.
- A photo is occasionally requested with an application letter.

Do's

- Be prepared for two job interviews.
- Mention several reasons why you are the right candidate for the job.
- Provide examples to demonstrate your achievements and why you are ideal for the job.
- Ask if you don't understand the question. It is not uncommon to be interviewed in English.
- Answer questions as fully as you can, avoiding 'yes' and 'no' answers.

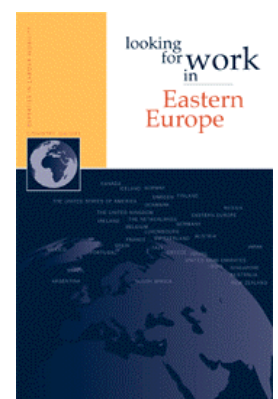
Don'ts

- Sit until invited to at a job interview.
- Criticise former employers.
- Go over the top – stay calm and stick to the facts.
- Feel discouraged if finding a job takes a lot of time. Unemployed in Romania is high.

Management culture in Romania

- Many companies still work in the traditional way: the top management decides and all the layers beneath abide by the decisions made.
- Most business is done at an informal level in Romania, so establish personal relationships.
- Romanians distrust governments and authorities.
- Minutes are drawn up for every meeting in Romania, no matter how brief.
- Romanians are very easy-going and not formal at all.
- Romanian business cards always include academic title and job title.

This information is based on the Looking for work in the ten EU accession countries guide (ISBN 90-5896-0161), written by Expertise in Labour Mobility. This one-pager is one step to making your international career aspirations become reality. The full Looking for work in the ten EU accession guide tells you everything you need to know. If you want to order or more information about our services, have a look at www.labourmobility.com.



Good luck with your application in Romania!