

## Job Application - 20 Marks

You are preparing an application for the position listed below. Please write an e-mail to the company in **German**.

### German Adventures (Berlin)

#### Ein Unternehmen, das Touren durch Berlin und seine Hauptattraktionen anbietet

Wir suchen jemanden, der mit Menschen arbeiten kann.

Man muss mindestens Englisch und Deutsch sprechen und Kenntnisse in anderen Sprachen wären ebenfalls hilfreich

Wir suchen jemanden, der hilfsbereit, freundlich und bereit ist, etwas über die deutsche Hauptstadt zu lernen.

Senden Sie Ihr Curriculum an [anwerbung@caféimliteraturhaus.de](mailto:anwerbung@caféimliteraturhaus.de)

To help you write your e-mail, you have been given the following checklist.

You **must** include **all** of these points.

- Personal details (name, age, where you live)
- School/college/education experience until now
- Skills/interests you have which make you right for the position
- Related work experience
- When you will be available for an interview
- Your language level of German and English

Use all of the above to help you write the e-mail in **German**. The e-mail should be approximately 120-150 words. You may use a German dictionary.

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