

Job Application - 20 Marks

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

“Happy Time” (Berlin)
Ein englischer Club für Kinder zwischen 7 und 11 Jahren.

Wir suchen jemanden, der mit Kindern arbeiten kann

Man muss Englisch sprechen, vorzugsweise als Muttersprache

Erfahrung mit Kindern ist nicht obligatorisch. Wir suchen jemanden, der kontaktfreudig, freundlich, hilfsbereit und organisiert ist.

Senden Sie Ihr Curriculum an happyberlin@happyberlin.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 future career plans

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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The logo for Lynch York, featuring the words "LYNCH YORK" in white, uppercase, sans-serif font, centered within a solid dark blue rectangular background.

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