

National 5 German – Job Application

You are preparing an application for the job advertised below and you write an e-mail in German to the company.

“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.

To help you to write your e-mail, you have been given the following checklist of information to give about yourself and to ask about the job.

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 job
- Related work experience
- Which games and activities you could help organise
- Your experience of working with young people/children

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.

This was produced by Lee Morrow of Language Learning Scotland LTD. ©languagelearningscotland