

How do I find a vocational training position?



Admission requirements

Visa, school-leaving certificates or language skills - there are certain requirements you need to meet before being admitted to a vocational training course in Germany. More detailed information on these requirements can be found under: "[**Do I qualify for a vocational training in Germany?**](#)".

Which profession is best for me?

It's up to you: you can choose from currently around 350 occupations that require vocational training in Germany. To make sure you pick the one that is right for you, you should first of all think about what you enjoy doing and what you are good at: What subjects did you like at school? Do you like working with people? Do you like working on a computer or would you rather operate larger machinery or work with tools. As soon as you are aware of your own preferences, you can look for a suitable vocational training course. The websites [Planet Beruf](#) and [Beroobi](#) are designed to help you with your decision. However, these two sites are only available in German. You can find further information about four occupations in our section "[4 training profiles at a glance](#)". Additionally, you might also be able to get some information and career advice in your country of origin.

Looking for a place as a trainee

You have worked out which occupation is best for you? Then the next step is looking for a place as a trainee and applying for it. Depending on which occupation you have chosen, you can find a place for your traineeship using one of the various online job markets for traineeships. Traineeships for a large range of occupations can be found in the [Federal Employment Agency's job listings](#). In the dropdown menu "Sie suchen" select "Ausbildung" and start your search. A list of places for traineeships for different occupations in companies around Germany will be displayed. If you are looking for vocational training in crafts, we recommend that you use the "[Lehrstellenradar](#)" (online search tool for vocational training positions) of the German Chamber of Crafts (German). Simply click on a flag on the map and then select "Lehrstellenangebote". This will take you to the regional job listings where you can search for traineeships, e.g. in mechatronics or electronic engineering. If you are looking for vocational training in the trade or commercial sector, we recommend the [job site](#) of the Chambers of Industry and Commerce (German).

Another possibility for finding the right vocational training course can be by visiting specific jobs and vocational training fairs. Here you can get in touch with educational experts, so as to find out which training course is suitable for you. The website [Planet-Beruf.de](#) provides you with an overview on current and upcoming fairs.

Please note: Make sure that you apply for a traineeship as early as possible. Many companies advertise vacancies for traineeships as early as one year in advance. Training usually starts in August or September.

Getting your application right

When you have found an occupation you are interested in don't hesitate to apply. At [Planet-Beruf.de](https://www.planet-beruf.de) [↗](#), you will find a step-by-step guide to writing applications for traineeships (in German). The site also tells you how to prepare for a job interview and what should be included in your employment contract. Further information on application procedures in Germany is available on our website's "[Applying for a job](#)" section.

Language courses

Obviously, you are not going to get far without an adequate command of the German language. After all, both at the company where you are going to train and at your vocational school communication will be in German. Some companies offer German language courses for young trainees from abroad or support their efforts to improve their German skills in some way or another. Thus, when you apply for a traineeship, we recommend that you ask in what way the company will support you in improving your German. Or you can already learn German in your home country, for example at a Goethe-Institut. Addresses of Goethe-Instituts can be found on our interactive "[local contacts](#)" world map.

Further information on where else you can learn German can be found in our portal under "[Learning German](#)".

Your rights and obligations

Vocational training in Germany is regulated by law. This has many advantages for you, as the law serves to protect your rights. For example, the company you work for as part of your dual training course has to pay you a monthly salary and provide all the equipment that you need for training, such as tools or safety equipment. The law also stipulates that the tasks you are given at your company have to serve the goal of training you, in other words, your company is obliged to teach you the skills and expertise you need in your occupation.

Of course, the law also defines your obligations as a trainee towards your company. Your most important obligation is to learn. What does that mean? When you pursue a vocational training course, you are expected to really make an effort to learn your trade. For example, you have to attend classes at your vocational school on a regular basis or make sure that you call in sick at your company and provide a doctor's note when you are ill.

You come from a non-EU country and are unable to complete your vocational training, e.g. due to illness? According to Section 16a Abs. paragraph 4 Act on the Residence (AufenthG) you will then be given the opportunity to stay in Germany for another 6 months in order to find another training position.

Further information on your rights and obligations during vocational training is available from the [Federal Employment Agency](#) [↗](#) (German).

Moving and settling in

In order to really feel at home in Germany, there are a number of basics to sort out first. First of all, you need to find a place to live. Some companies provide trainees from abroad with accommodation. Others may help you find a suitable flat. The best thing to do is to ask your employer if they can help you. If you would rather look for a flat yourself, you can find some useful tips in our portal under "[Housing](#)"

Going out with friends, doing sports or going shopping – Germany offers plenty of opportunities for leisure activities that you can enjoy with your friends. Further information on this subject can be found in our portal under "[Living in Germany](#)"

Information on the web

Federal Ministry for Economic Affairs and Energy (BMWi)

Info paper: The dual vocational training system in Germany

Federal Employment Agency (BA)

Tips for writing job applications

Show more

Federal Institute for Vocational Education and Training (BIBB)

Profiles of several occupations requiring vocational training

Planet Beruf

Find out which profession is best for you

Youth migration services

The advice portal for your life in Germany

<https://www.make-it-in-germany.com/en/study-training/training/find-a-vocational-training>

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