

How to find a job in Bulgaria.



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Do you desire to find a job in Bulgaria?

If yes, we are here to help you. All you have to do is to follow these steps:

1. Finding a vacancy
2. Written application
3. Assessment Centre and/or Interview
4. Probationary period

Finding a vacancy

Job vacancies are normally published on the website of the respective company. Job centers are another source of information when searching for a job. There are uncountable sites that can help you in finding a job, too. For the most part, applications are sent as a response to a specific job offer but in some cases applying on the off chance can be successful as well. In the latter case, make sure that you can sufficiently explain why you are applying to the certain job.

Written application

A written application, consisting of a cover letter, a CV and some references. The cover letter usually accompanies the CV in your job application. In the format of a letter, it establishes your tone and intent. The format of the cover letter for Bulgaria includes: Header - Standard business letter style; Introduction - briefly states the specific position desired; Body - Highlights material in the resume or job application and explains why the job seeker is interested in the job; Closing - Sums up the letter and indicates the next step the applicant expects to take.

The first information a Bulgarian employer will want to see is your CV (curriculum vitae) - an in depth look at your work and educational experience. Adding a photo to your CV is not obligatory; nevertheless, most employers prefer to have it. It is extremely important to be careful with your spelling, and overall the neatness and tidiness of your file. Your CV must include: Personal Information; Contact Information; Professional Experience; Education Certificates & Diplomas; Languagest - If you are submitting your resume in a language that is not your first language, be sure to have a native speaker read it first, punctuation and grammar are extremely important; Computer Skills Interests; References. Most applications in Bulgaria are required to be sent by email, so it is recommended that you send your covering letter, CV, photo and references all in one document.

Assessment Centre and/ or Interview

In Bulgaria, three interviews are often conducted for different purposes. Usually the first one is a professional test (this is the test in the company that tests your knowledge and skills). You should expect to be asked all sorts of questions, this is also the best time to ask anything that interests you about the company. In the second interview you meet with a psychologist who checks if you are mentally stable for the job and in the third interview you meet again with the owners and negotiate the contract, such as pay, working conditions and others. Of course, the first and second interviews can be combined. The interview usually takes about an hour but it may vary. We advise you not to contact the company before they call you with their final answer.

On the day of the interview, it is essential that you arrive on time. The way you present yourself at this meeting will be extremely important, so pay attention to your clothing, hairstyle, body language, eye contact and the way you express yourself. It is best to dress in line with the business and the function you are applying for. It is advisable to read some information about the company you are applying for.

Interviewers will expect you to shake hands when greeting each other. Please make sure that your mobile phone is switched off. If you are offered a drink feel free to accept it.

Probationary period

There is a trial period in each contract. The trial period is valid for both parties and must have the same output for both the employer and the employee. After having signed a contract probationary periods vary and may last up to six months or – on rather few occasions – even longer. Large companies and employers are fully utilized from these 6 months. During the trial period, both parties can terminate the employment contract and no one needs to explain the termination. When the months of the probationary period expire

there are five more days in which if no one terminates the contract it remains permanent.

Further information

If you would like to find out more about the application procedure in Bulgaria and current job offers, you can have a look at the following links.

<https://www.jobs.bg/>

<https://www.zaplata.bg/>

<https://www.rabota.bg/>

<https://www.jobtiger.bg/>

<https://cvlogin.com/bg/>

<https://mu-plovdiv.bg/wp-content/uploads/2016/11/blanka-motivatsionno-pismo.doc>