

Shops

Visit us to find everything you need for your job search.



Immediate Help with Applications

Need to create a PDF file? Format a resume? Check a cover letter? No problem – our staff is here to assist you.



PC Workstations and Other Equipment

Use our PCs for job research and creating application documents. Print, scan, and copy documents. Call employers directly, using our phones.



Job Boards at Our Locations

Hundreds of job ads are clearly sorted by categories on our job boards.



Free Informational Material

We provide professional templates for resumes and cover letters, along with job-search tips.

Are you on the hunt for a **new job**? We're here to help!

With over 20 years of experience in Berlin, we offer our services to everyone – completely free of charge!

Please note: We offer information and support. We are not a recruitment agency.

www.jobpoint-berlin.de

Where to Find Us



JOB POINT Berlin Charlottenburg-Wilmersdorf

📍 Pestalozzistraße 80
10627 Berlin
☎ 030 3100772-0
✉ charlottenburg-wilmersdorf@jobpoint-berlin.de
🚶 U7 Wilmersdorfer Straße
🕒 Monday to Friday, 9 a.m. to 6 p.m.



JOB POINT Berlin Mitte

📍 Alt-Moabit 84/Krefelder Straße 22
10555 Berlin
☎ 030 3980599-0
✉ mitte@jobpoint-berlin.de
🚶 U9 Turmstraße
🕒 Monday to Friday, 9 a.m. to 6 p.m.



JOB POINT Berlin Neukölln

📍 Karl-Marx-Straße 131 – 133
12043 Berlin
☎ 030 680856-0
✉ kontakt@jobpoint-berlin.de
🚶 U7 Karl-Marx-Straße
🕒 Monday to Friday, 9 a.m. to 6 p.m.

A project of

GesBiT
Gesellschaft für Bildung
und Teilhabe

Funded by



Events

Join our workshops and seminars where our experts share their extensive knowledge. We cover everything from preparing high-quality application documents and searching for jobs to mastering job interviews. Get clear tips and practical advice. Don't miss our job dating events, where you can meet companies directly at the JOB POINTs.

Workshops and Seminars

- Finding the perfect job for you
- Writing compelling applications
- Applying digitally
- Succeeding in interviews
- And many more topics ...

Job Datings

Meet companies and explore their open positions at our three locations or online. Get to know your potential new employer without having to send an application beforehand.



[www.jobpoint-berlin.de/
veranstaltungen](http://www.jobpoint-berlin.de/veranstaltungen)

»Friendly, enthusiastic staff, very handy and informative hub for the job market in Berlin.« **Phuong D.**



Consultation and Coaching

While the internet is full of templates and samples, nothing beats personalized consultation when it comes to your professional future. A tailor-made application significantly boosts your chances to get the job. Consultations are available in person or online via video call.

Possible Consultation Topics

- Competence analysis
- Career change
- Preparing professional application documents
- Searching for a job or training program
- Job interview preparation
- Intensive individual coaching (AVGS)

»All the staff is very nice and patient. They really help you with all your needs and are open to hear you and to follow your process. Highly recommended if you are a foreigner and you want to find a job in Germany.« **Victor D.**

Job Board

As regional specialists, we feature job ads from Berlin and the surrounding area. Our listings are always up to date, available both in our stores and online.

How Do We Get the Job Ads?

Companies list their positions directly with us. Additionally, our acquisition team actively seeks out interesting vacancies for our job board.

Why Use Our Job Board?

- Over 1,000 regional job ads per month
- Thorough examination of job ads before publication
- Reputable employers
- Vacancies from all sectors



[www.jobpoint-berlin.de/
job-boerse](http://www.jobpoint-berlin.de/job-boerse)