



Employment Visa for skilled Employees

(Effective: December 2019)

This information sheet, other forms as well as the visa appointments are free of charge!

To apply for a visa to work in Germany, the following documents have to be provided by the applicant. Documents that are not presented either in German, English or French have to be supplied together with a translation into German or English by an in the European Union sworn translator plus one copy of the translation.

- Two completely filled-in and signed application forms (category D);
- Two recent biometrical passport photographs with a bright background (3.5 cm x 4.5 cm). The photos have to show the facial features from the chin to the hairline as well as the left and right half of the face;
- A valid passport or other valid travel document as well as a copy of the first four pages of the passport/travel document (in the case of new Ethiopian passports, a copy of the first page is sufficient); The passport/travel document has to be valid at least three months after the end of the intended journey;
- Ethiopian ID-card (original and two copies);
- Birth certificate (original and two copies);
- Work contract (original and two copies). This contract should contain the following information:
 - exact identification of the contracting parties
 - place of work
 - salary
 - work conditions, working hours
 - time frame of the contract
 - specific duties
 - job description

- Consent of the German Federal Employment Agency (may be obtained beforehand)
- Proof of submission to the commercial register of the company/organisation
- Ethiopian school leaving certificate, Proof of previous academic studies / professional training (original and two copies);
- Proof of work experience (original and two copies);
- Detailed CV (original and two copies);
- If applicable marriage certificate, and birth certificate of children (original and two copies);
- Valid health insurance
- Visa fees of € 75,-

When lodging your application, digital fingerprints of all ten fingers will be taken.

Note: In particular cases, the Embassy reserves the right to request further documentation.