



Our Journey of Change

Note on applications and questions

Please note that we do not send replies to applications. However, you will automatically receive a standardized email notification on received application. Due to high volume unfortunately, we will not be able to respond to questions via this email

hreth@giz.de

Application Procedure

This section gives you useful information about our application procedures.

Please submit your application in English.

Required documents

For reviewing your job application, please refer to the specifications for application in the vacancy announcement. In general, we require a motivation letter, your latest curriculum vitae (CV), references and academic certificates.

When attaching documents to your e-mail, please take note the following points:

File size:

- a total of 5 MB per application
- individual documents must not exceed 1MB for motivation letter, or 2 MB for CV and all other files.

File types:

- CV, motivation letter, other files: only doc, docx, pdf
- Please name your file according to the following format:
[Your Complete Name] _[Motivation Letter/CV/Latest Education Certificate]
- Documents: docx, pdf

We do not process zip files, or any file formats not listed above

Submitting your application

Submit your complete application by e-mail to hreth@giz.de

Please indicate your application by putting the respective reference code mentioned in the job vacancy notice in the subject line.

Hearing from us

Only shortlisted applicants will be contacted either by telephone or email by the Human Resources Unit of the GIZ Office Ethiopia and Djibouti.