



## Checklist Employment

- Copy of valid and signed passport (including all pages that are not blank)
- Completed and personally signed national visa application form
- Declarations according to section 54 and 55 German Residence Act, duly signed
- 3 recent biometric passport pictures (not older than 3 months)
- Saudi ID or Iqama and/or valid Saudi Arabian visa with entry stamp
- Work contract / offer from Germany with exact information on position, duration of contract, working hours, trial period and monthly salary
- Employment declaration (“Erklärung zum Beschäftigungsverhältnis”), filled and signed by the employer
- Proof of qualification for the specific job (e.g. diplomas, university degrees, testimonials, references)
- Proof of recognition of the qualification in form of Anabin excerpt or Recognition Confirmation (“Anerkennungsbescheid”)
- Detailed CV including educational and professional experience, including letters of experience etc.
- Letter of motivation
- For applicants above 45 years: minimum annual salary of 48.180 Euro or adequate provision for old age
- If applicable: current and previous employment letters
- If applicable: proof of German / English language knowledge
- For regulated professions: professional license
- Visa fee in the amount of 75,- € in SAR (cash)

When issuing a visa, you must present proof of valid health insurance for a period of 3 months after arrival in Germany.