Information Meeting
Part-time jobs in Norway
Location
Frederikkebygningen
Agenda today

• What kind of part-time jobs are easiest to find?
• How to find the vacant positions
• How to apply: CV and cover letter
• Some useful links
Want the presentation slides?

You will find them at:

www.uio.no/english/student-life/part-time-work/
The language challenge

- Most employers require good Norwegian skills
- English skills are absolutely necessary
- It is possible to find part-time jobs, mostly unqualified work, where Norwegian skills are not required
- The longer you stay, the greater the chances
Reality check!

• Qualified / non-qualified work:

• Many of you are highly qualified and might have experience to hold advanced jobs

• But no Norwegian skills → non-qualified work most realistic

• Most exchange students hold a part-time job to earn money, and to practise Norwegian.
Minimum wage

Even if there is no general minimum wage in Norway, minimum wages has been introduced in certain sectors in general application of collective agreements.

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No Norwegian - what kind of job?

- Delivery person/driver
- Advertisement distribution / Newspaper delivery
- Warehouse work
- Cleaning
- Logistics
More examples

• Teaching (international schools, private courses, private teacher of languages etc.)

• Embassy work

• Businesses with English as a working language, or companies from your country
And more examples

- Packing of food, books etc
- Seasonal work in agriculture
- Production within industry
- Transport, moving companies
- Temp companies/recruitment agencies
Even more!

- Providing private services (gardening, baby-sitting, domestic work, cleaning, handiwork)
- Restaurants/pubs/cafeterias
- Tourism/hotels (esp. if you master several languages)
- Street recruiting (e.g. Amnesty, Medecins Sans Frontiers)
Student societies

- More than 450 societies
- Political societies
- Study programmes
- Sport societies
- Music / arts
- Humanitarian societies
Find your association

- https://www.sio.no/en/associations/find-your-association

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- **Abels Association**
  Student society for mathematics and natural science students

- **Academic Shooting Society**
  Academic Shooting Union is primarily for students at the University of Oslo, but we also have members from the Oslo University College.

- **AceM Student Group**
  Student group at UiO for those interested in AceM Meditation
Voluntary organizations & cultural activities

- Serve as a meeting place
- Make friends during your stay
- Be part of a team
- Get a Norwegian network that will be valuable in your job search process
About the Association of NGOs in Norway

The Association of NGOs in Norway (Frivillighet Norge) is an umbrella organization for the voluntary sector in Norway, founded in September 2005. The mission of the Association is to coordinate the voluntary sector's dialogue with the authorities on issues that are common to the voluntary sector, and to voice the voluntary sector's opinions to the public and the authorities. Another important task is to produce information and give advice to the member organizations.

Some of our current issues are VAT and the voluntary sector, new public register for Norwegian NGOs, more research on the voluntary sector, as well as inclusion of the immigrant population in the voluntary sector.

Currently, the Association of NGOs in Norway consists of more than 300 member organizations, including all sectors of society (organizations for children, youth and grown-ups, sports, culture, humanitarian work, religious congregations, music, theatre, etc).

The Association of NGOs in Norway is a member of ENNA (The European Network of National Civil Society Associations) and CIVICUS (World Alliance for Citizen Participation).

For more information about our goals and the issues we are working with now, see our Voluntary sector policy platform.

The voluntary sector in Norway consists of 115,000 non-governmental and non-profit organizations. The majority of organizations are based locally, have no employees and very small financial means.

There are 10 million memberships in NGOs and 80% of Norwegians are members of one or more organization(s).

48% of the grown-up Norwegian population participates in voluntary work annually. The total contribution of Norwegian volunteers is equivalent to 115,000 full-time employees.

36% of the funding of the voluntary sector comes from central and local governments, 7% comes from private donors, and 57% of the funding comes from membership fees and sales.

- Download a presentation of the fiscal treatment of voluntary NGOs in Norway (pdf)
- Download a report that compares Norwegian voluntary sector to the Scottish voluntary sector (written by one of our interns in English)
- Download our Voluntary Sector Policy Platform (pdf)
Jeg vil engasjere meg i hele landet med alt mulig

1392 oppdrag som du kan gjøre. Vis 1367 organisasjoner?

Vi trenger flinke voksne vakter til store konsenter!
Stiftelsen Kongsberg Jazzfestival

Vi trenger flinke voksne vakter til store konsenter!
Stiftelsen Kongsberg Jazzfestival

Ønsker du relevant salgserfaring og samtidig støtte en givende sak?

Utdanningshjelpen

Vi finner en tid som passer deg

Politikk og internasjonalt, Utdanning, Barn og unge

Oslo

Sosialt samvær på KaffeLykke

Refugees Welcome Oslo
How to find vacant positions?
How to find vacant positions I

Internet resources:

• Nav.no
• Finn.no (vacant positions, including part-time)

NB: these sites are mostly in Norwegian
Ledige stillinger

Søk etter stillinger...

Skriv inn søkeord

Søk

...eller finn i kategori

Velg stillingskategorier

- Admin./økonomi, kontor og jus (1628)
- Handel, kundeservice, restaurant og reiseliv (1353)
- Helse, omsorg, medisin og biologi (1507)
- Industri, bygg/anlegg, håndverk og verkstedsarbeid (1189)
- Jord-/skogbruk, fiske og matproduksjon (32)
- Kultur, religiøst arbeid, idrett og informasjonsformidling (201)
- Service- og sikkerhetsarbeid (476)
- Skole, fritid, undervisning og forskning (826)
- Transport, logistikk, kommunikasjon og IT (403)

Velg fylker

- Akershus (627)
- Aust-Agder (133)
- Buskerud (324)
- Finnmark (146)
- Hedmark (196)
- Hordaland (695)
- Møre og Romsdal (360)
- Nord-Trøndelag (132)
- Nordland (306)
- Oppland (243)
- Rogaland (646)
- Sogn og Fjordane (137)
- Sør-Trøndelag (389)
- Telemark (197)
- Troms (322)
- Vest-Agder (197)
- Vestfold (241)
- Østfold (241)
- Øvrige områder (11)
- Generelt for Norge (16)

Vis 1708 annonser

Alle ledige stillinger (9195)  Stillinger registrert i dag (262)  Stillinger i EØS (50)  Stillinger i resten av verden (17)
Jobbnorge.no

Målrettet annonsering!
Vår grafiske avdeling hjelper deg å nå dine jobbsøkere og produserer dine annonser både til nett, papir og sosiale media. La erfaring og kunnskap telle og send din bestilling i dag!

Jobbsøk
Jobbsøkere kan opprette en egen profil der de kan logge inn sin CV og søke på ledige stillinger. Jobbnorge har mer enn 50.000 ulike brukbare prosjekter, og mer enn 1.4 mill. sidevisninger pr. måned.

Jobbadmin
Vårt rekruteringsteam gir deg muligheter for utvikling av stillinger på papir og net. Søknadsbehandling og professionell kommunikasjon med søkere.

Annonsering
Du bestiller enkelt dine annonser til trykte media gjennom verktyget Jobbadmin. Vår grafiske avdeling utformer stillingsannonser til papir, interaktive og sosiale medier.

Les mer om rekruteringsteamet
Les mer om annonsering
Bemannings- og rekrutteringsbyråer

- Academic Work (bemanningsbyrå som specialiserer seg på utleie og/eller rekruttering av nyutdannede eller personer under utdanning)
- Adecco (bemanningsbyrå)
- Ading (formidler personell innen ulike fagfelt, managemenstil, industri, energibransjen, manøver- og offshore)
- AMBIO Helse (vikarbyrå innen helse og omsorg med kontorer både i Norge og Sverige)
- AMBIO Rekruttering (bemannings- og rekrutteringsselskap)
- BackUp Personell (bemanningsbyrå)
- BEE2BEE (rekruttering og bemanningsbyrå)
- BjørgFjell.no (vikar- og konsulentbyrå)
- Campus HR Management (kompetansehus)
- Center (bemanningselskap som har specialisert seg på områdene: IT, informasjonsteknologi, økonomi, kontor og administrasjon)
- Dreamwork (rekruttering og bemanningsbyrå som har specialisert seg innenfor salg, ledelse og marked)
- Eterni (rekrutterings- og bemanningsbyrå med mange oppdrag innen bygg og anlegg, industrigjenstander og mekanikk)
- Expertis (rekruttering med rekruttering innen Engineering, Finance og IT)
- Frontica Advantage AS (bemanningsbyrå som jobber med selskaper i Akerkonsernet og generelt i markedsfasen)
- Gammel nok (seniornavnering)
- GC0mpetence (rekrutterings- og bemanningsbyrå som specialiserer seg på senior kompetanse)
- Hamilton People (bemannings- og rekrutteringsselskap)
- Human-IT (persontilbudelse og vikarjenester)
- Jordzone (bemanningselskap)
- Kelly Services (bemanningsbyrå som rekrutterer til både faste og midlertidige stillinger)
- Lenas Helsepersonell (bemanningsbyrå som har specialisert seg på helsepersonell)
- Logiskt (bemanningsprovizorier innen logistik og industri)
- Manipower (et av norges ledende bemanningsbyrå)
- Medivest AS (bemanningsbyrå som er et av de ledende i hele verden)
- NextJob (rekruttering, forhandling og utleie av personell til maritimt næring)
- Partner1 Bemanningsbyrå (bemanningsbyrå til privat og offentlig virksomhet)
- Peoplebyg (bemannings- og rekrutteringsbyrå)
- Personalhuset (rekruttering, personaleutleie, og stellutstyr/utleie)
- Prufice (Personaleutleie, Rekruttering, samt Utsendt & Utvikling)
- Prime People (rekruttering, utleie og HRM-rådgivning)
- Bøttenes byrå (nettverk av bemanningsbyrå)
- Service Broker AS (rekruttering, og bemanningsbyrå)
- Solid Bemanningsbyrå (bemanningsbyrå som jobber innen bygg og anlegg, industrigjenstander og andre tekniske fagområder)
- Syne Bemanningsbyrå (bemanningsbyrå)
- Techconsult (konsulent- og rekrutteringsbyråer til oppdragsgivere innen tekniske og prosjektledende fagområdet)
- Technogarder Engineering Resources AS (bemanningsbyrå innen de fleste tekniske
Hello everyone,
Bislett Kebab House seeking new employees.
Do you have interest to good quality food and like and socialize with people, then you are probably the person we are looking for.
With us you will learn to prepare our requested menus. As kitchen professional will purge, cleaning service, item receipt, item location be other and key daily tasks.
Do you recognize in this description? Search!
Applications will be processed on an ongoing basis. Last date is the 30.09.2017.
E-mail: jobb@bislettkebabhouse.no
Hard Rock Cafe Oslo are looking for new part-time staff to our Retail department. It's preferred if you have worked in some kind of shop before and that you are service minded. If you speak more than two languages it’s a big plus.
Age required is 20+. Send your CV AND cover letter (only CV’s will not be paid attention to) to gm@hardrockcafe.no.
Hiring date: 1st of September. – her: Hard Rock Cafe Oslo.

Server/Bartender
The Nighthawk Diner
Detstasjon - Oslo, Norway

Søk nå

Stillingsopplysninger
The Nighthawk Diner in Grünerløkka is looking for experienced, friendly, and enthusiastic front of house employees. The position is part-time including weekend hours (working alternate weekends). We are seeking employees who have prior serving and/or bartending experience to help us provide customers with friendly and efficient service.
Applicants are more than welcome to submit their CV here through Facebook, through email to Nate@nighthawkdiner.com, or drop them off at the diner in person.

Sjåfør til Oslo Pride Parade

Sony Music Norway

Oslo / kr 1000 / 30 Jun
Share link: https://timetrio.com/jobs/sjafor-til-oslo-pride-parade

Sjåfør til Oslo Pride Parade

Join the party! SONY Music Norway ser etter noen som kan styre den superkule "LDS" skuta som en del av Oslo Pride Paraden på lørdag. Du vil ha ansvar for å kjøre bilen i paraden med en herlig gjeng bakpå!

Honorar: 1000 kr

Vi søker sykkelsjåfører i Oslo (El-sykkel)

Firma: SCHENKER AS

Start: Oslo
Flinke folk hjelper deg med:

...montering
Nå får 90% slik hjelp innen 1 time

Legg ut en småjobb

Sett bort småjobben til flinke folk!
Profesjonelle finner du på FINN oppdrag
How to find vacant positions II

• Most part time jobs are never advertised!

• Contact employers directly – call or visit, send speculative applications

• Get a network! Ask friends and other acquaintances for tips and information

• Help each other!
Contacting Norwegian employers

• You can call if you need more info

• Sometimes it’s ok to visit

• Consider how formal their recruitment procedures are, how busy they might be and whether you will get to speak to the person in charge.
How to apply

Usually:
- forward your CV and cover letter – either by e-mail or personal delivery
- sometimes online application (job portal)

Sometimes you are invited to a short meeting/interview right away, ask them if you should bring CV or other documents

Different procedures for qualified and unqualified jobs!
The CV

• Simple or advanced? Always consider who the recipient is when deciding what kind of CV you send

• For unqualified work, a basic CV is sufficient - no need to elaborate on academic achievements

• In Norwegian or English? Ask the recipient.

  In most cases English is ok

• Preferably one page, state accurate and relevant information, clearly laid out and typed

• Present the most recent experience first
The CV

Should contain these sections - at the minimum:

- Personal details (name, address, telephone, e-mail)
- Education
- Experience (both work and other)
- Language skills
- IT-skills
- References
Jane Jobseeker
Sandakerveien 40C
0473 OSLO
Tel. 999 222 999
Date of birth: 17.07.93 (optional)
E-mail: janejob@chello.com

International student looking for part time job
Available evenings and weekends until June 2019

EDUCATION

mm.yy – present  Master Studies in Mathematics
                          International student from UK,
                          staying in Oslo until June 2019
                          The University of Oslo

mm.yy – mm.yy  Bachelor in Mathematics
                          The University of Leeds

EXPERIENCE

mm.yy – mm.yy  Marketing Assistant
                          Co-ordinated a small research team in a project
                          looking at customer satisfaction (summer intern)
                          Sainsbury’s, Leeds

mm.yy – mm.yy  Kitchen Assistant
                          Assisting the chef, serving and cleaning
                          (part time and summer job)
                          Elaine’s Café, Leeds

mm.yy – mm.yy  Girl Guide Leader
                          Leading a group of 15 girls. Planning and leading
                          meetings and hikes.
                          Cheltenham Girl Guides

mm.yy – mm.yy  Miscellaneous part time and summer jobs
                          Newspaper delivery, gardening, Check-Out
                          Operator, Switchboard Operator

LANGUAGE SKILLS

  • English: mother tongue, fluent
  • French: conversational
  • Norwegian: understand some words, attend classes now to learn more

I.T. SKILLS

  • Good knowledge of MSOffice (Outlook, Word, PowerPoint, Excel)

REFERENCES

  • Elaine Simons, Owner of Elaine’s Café
    Tel: + 44 113 233 5859, els@gmail.com
  • Ola Nord, Supervisor at the University of Oslo
    Tel: 22 85 50 50, ola.nord@ui.no
The cover letter (søknaden)

- One page!
- Explain why you are suitable for the job
- Show motivation!
- Neat typing and correct grammar
Your name and address

Company’s name and address

Place and date

**Heading: Application for ... (repeat the name of the position)**

**First paragraph: The formal statement**
Mention the position you are applying for and where you found the job listing. Include the name of the person you have spoken to on the phone/in person, if you did!

**Second paragraph - Short introduction**
Write approximately three lines about your background and your motivation for applying for this position.

**Third paragraph: What makes you suitable for the job?**
Tell the employer the reasons why you can do the job tasks in a good way. Make reference to prior relevant experiences and emphasise your relevant skills.

**Fourth paragraph: Personal strengths**
Tell the employer about personal strengths and how you can use them at work. You can use an example from the past to illustrate your traits.

**Optional paragraph: Other qualifications that might be useful to the employer**
If you have something special to offer, e.g. good language skills, you’re an excellent programmer or an outstanding cook, don’t hesitate to mention it if you think it is relevant.

**Last paragraph: Availability**
If the employer has not asked you to work specific hours, mention at what days/hours you will be available to work, and at what date you can start working. Give information on your working permission being OK.

Sincerely

**signature**
The interview

- Prepare a short self presentation
- Show motivation for the job tasks
- Tell them what makes you suitable for the job – illustrate with relevant examples from previous experience
- Be polite and friendly!
- Show up on time
- Dress-code for the interview?
The Working Environment Act & The Annual Holidays Act

- Written contract of employment
- Work hours
- Work on Sundays and public holidays
- Pay
- Overtime
- Rest breaks
- Night work
Problems at work?

If you need to know about your rights and duties:

The Norwegian Labour Inspection Authority [arbeidstilsynet.no](https://arbeidstilsynet.no)

Or relevant trade unions
Guide for EU/EEA - citizens

1. Finding a job

Searching for a job
You can register as a job seeker and search for jobs on nav.no. You can also register your CV, receive enquiries from employers and subscribe to job adverts.

- Search for jobs in Norway.
- Search for jobs via NAV EURES.

2. You need a good, complete CV

Registering your CV on nav.no and in other vacancy databases makes it easy for employers to contact you.

You can read more about creating a good CV here.

Working conditions
You can find information about employment contracts, pay, working hours, working environment and holiday from the Norwegian Labour Inspection Authority.

NAV's English job adverts
The jobs database on nav.no is available in Norwegian only, but you can search for job adverts in English by simply searching for the word "English".
Looking for a job in Oslo?

EURES Oslo is a part of a large European network of 31 countries and nearly 800 advisers, http://eures.europa.eu.

Information and service to EU/EEA jobseekers:

EURES Oslo holds information meetings called “Living and working in Norway” every Tuesday and Friday at 10:00 at NAV Frogner, Sommerrogt. 1 in Oslo.

- Labour marked situation
- Where and how to look for a job
- Public authorities
- Language courses
- Accommodation
Planning to work in Norway after graduation? If you are a student at UiO or another institution with an agreement with SiO, you can use the Career Services at the University of Oslo.

- Workshops
- Career Counseling
- CV
- Cover letter
- The Job Interview
- Career Fairs
- Relevant links

Upcoming events

- **today**  Information Meeting Part-time Jobs in Norway
  4:15 PM, Suphus bugges hus, and
  2

- **11**  Job Search Workshop
  Oct.
  4:15 PM, SiO Kursrom, Frederikke

- **01**  Job Search Workshop
  Nov.
  12:15 PM, SiO Kursrom, Frederikke

[uiop.no/english/studies/career/](http://uiop.no/english/studies/career/)
Job Search Resources

To find vacant jobs
- Finn.no: Norwegian job portal
- Nav.no: Norwegian job portal
- Nav.no in English: Vacancies on nav.no in English
- Eurojobs: European site
- The Career Centre’s job portal: The Career Services’ job portal. Most job advertisements are in Norwegian
- Jucan no: Norwegian job portal owned by Webcruiter
- Job portals and recruitment agencies: Overview of various job portals, recruitment agencies and business/industry organizations

Research sites
- The Career Centre: The Career Services’ website in English
- Nortrade: The Official Norwegian Trade Portal
- Proff: Company information (in Norwegian, but efficient)
- Yellow Pages: With search possibility in English
- Oslo Chamber of Commerce: Service organization for the business community
- ‘The World Chambers Network’: The global portal of Chambers of Commerce

The formalities
- UDI: The Norwegian Directorate of Immigration (UDI)
- The Association of Government Authorized Translators in Norway
- Norwegian tax administration
- The Service Centre for Foreign Workers
- Arbeidstilsynet: Information from The Norwegian Labour and Welfare Administration
- Norway.no: Guide to public services in Norway

Career/working in Norway
- Career Norway: Webpage about career in Norway
- New in Norway: Leaflet from UDI: New in Norway
- UIO: Info - Student life
- Work in Norway: Work in Norway the official guide
- Study in Norway: The Norwegian Centre for International Cooperation in Education (SINU)

Language
- Google Translate: Translate webpages into your own language
- NTNU: English matters resource bank
- “Bergenstesten”: About “Bergenstesten”, an official examination in Norwegian
- Røde Kors: Language training with the Norwegian Red Cross
- Norwegian courses: Different Norwegian courses
Workshops Autumn 2018

- Job Search Workshop
  (08.10.2018)
  (16.10.2018)

- LinkedIn Workshop
- (15.11.2018)

Sign up at:
http://www.uio.no/english/studies/career/
Drop in – Every day

- Get feedback on your CV and cover letter
- Prepare for the job interview
- ... or other career related questions