

Studentische Hilfskraft (HiWi)

HiWi Hunting

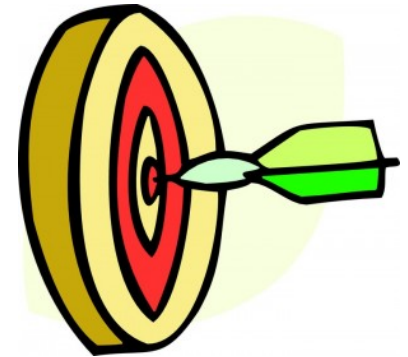


-Ganapathi Hegde
(Ex-HiWi at IME, RWTH Aachen)

What do you need to apply?

- Lebenslauf (CV)

- ✓ Stick to the theme of the offer
- ✓ Mention relevant experience/ projects (not necessary to elaborate)



- ✓ Keep it simple enough to present and under bullet points
- ✓ Prepare a unique resume for each offer.

✓ *Don't write an Autobiography!!*

✓ *Don't CHANGE FONT or STYLE excessively!!!*



What do you need to apply?

- Anschreiben (Cover Letter/ Motivation Letter)
 - Optional for a HiWi, unless asked specifically
 - About the **length of a page** – include your interests, previous relevant experience/courses, why you would be good for that position
 - More along the lines of applying for an Internship



- Notenspiegel (Record sheet/Marks sheet)
 - A precise summary of your academic performance at RWTH University
 - Can be obtained directly from the Campus Office virtual portal

How to Apply?

- Visit the websites for the various Institutes under Faculty 4 – Faculty for Mechanical Engineering.
- You have two options for searching:
 - Search under Stellenangebote/ Jobs and apply to those that interest you.
 - Write a mail to a specific person in a Dept. whose work is very interesting for you and enquire for options.
- Applying phase:
 - Read through the entire script of the offer and understand the requirements.
 - Prepare a unique CV with details relevant to the offer.
 - Apply and wait for replies. Follow up after a week or two in case you don't get a reply.



Personal Experience



- Worked as HiWi at IME during Winter 2012 under Dipl. -Ing. Tim Kamper
- Highly software-based work – included use of SIMPACK, MATLAB, DIAdem and an in-house software called Stirak (Stirnrad-kette)
- Friendly environment, loads of learning experiences, gives you ample opportunities to meet different people





**ALL THE VERY BEST FOR ALL
YOUR FUTURE ENDEAVORS!**

