



## Targeted Job Search Strategies

### Finding Work Abroad

So you've always wanted to work overseas, but you're not sure where to start. That's okay, you're not alone. Finding work abroad can be challenging, but it is not impossible. This tip sheet is designed to help you navigate the often complicated international job or internship search process. It will provide you with valuable insights into how to begin searching for work abroad, key job and internship resources, and special circumstances to take into consideration when living and working abroad. Throughout, you will find that the underlying theme is, "Always do your homework." Good luck and bon voyage!

**Applicable Career Communities:**



### Tools of an International Job Search

85% of international jobs open to North American college students and recent graduates are with domestic or international companies based in North America.<sup>1</sup> In general these companies will understand your American resume style, but you will want to highlight different areas of your background when searching for an international position. Group all your international experience together to highlight your global and intercultural fluency skills. Make sure to list your language skills, indicating proficiency levels. Many language departments at Ohio State are willing to assist you with determining how to reference such skills. You can compare your resume with the one found in the tip sheet, *Resume Sample: Global Competencies* to identify ways to better promote your qualifications.

If you will be applying for a position in a specific country, do your homework. Employer expectations for resume content vary from country to country. GoinGlobal is a great resource for learning about country-specific job search practices. You can access GoinGlobal through Handshake (to access, navigate to the Resources section under the Career Center drop down tab). Also, keep in mind that it is generally expected that you submit a resume in the language of the country to which you are applying.

### Key Resources for Finding Work Abroad

#### Interning & Volunteering Abroad

A great way to begin building your overseas experience is to intern abroad. There are opportunities available in all fields ranging from finance to art restoration. One way to narrow down your search is to begin by looking close to home. **The Ohio State Office of International Affairs (OIA)** sponsors and co-sponsors several internship programs in countries around the world. Program costs vary, but one term's tuition typically covers academic credit (number of hours varies), housing,

and supplemental insurance while traveling abroad. Airfare and meals are usually not included. For more information about these programs, visit the OIA website at <https://oia.osu.edu/getting-started/ways-to-go-abroad/internship-or-work-abroad.html>

If you are interested in overseas internships in business, development, information technology, engineering, or education, **AIESEC** may be a great option for you. Run by students and recent college graduates, AIESEC partners with such recognizable companies as Unilever, UBS, DHL, and Microsoft,

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among others. You can learn more about this internship placement organization and the services it offers at [www.aiesec.org](http://www.aiesec.org).

**The United States government** routinely sends interns abroad. Organizations such as the Central Intelligence Agency, the Defense Intelligence Agency, the USDA Foreign Service Agency, the Department of State, and the US Agency for International Development all place interns abroad.

The application process can be lengthy and extremely competitive, so be prepared to be patient. Deadlines to apply for summer internships vary based on security clearance requirements, which can be found in the job posting. Internships requiring security clearance have deadlines as early as November; those positions that do not require security clearance usually have early spring application deadlines.

In addition, the **US Department of State's Bureau of International Organization Affairs** offers a wide array of internships with organizations ranging from the World Health Organization to the North Atlantic Treaty Organization (NATO) to the International Court of Justice in The Hague, Netherlands. You can learn more about internships with these and other international organizations by going to <http://iicareers.state.gov/> and clicking first on the Students and Young Professionals link, and then on Internships.

Other overseas internship resources include:

- **GoinGlobal**  
[handshake.osu.edu](http://handshake.osu.edu)
- **CDS International**  
[www.cdsintl.org](http://www.cdsintl.org)
- **globalEDGE International Internships**  
<https://globaledge.msu.edu/international-internships>
- **GoAbroad.com**  
<https://www.goabroad.com/intern-abroad>

Academic credit for independent internships (those not sponsored or co-sponsored by Ohio State) and volunteer experiences may be available on a case by case.

Please carefully review the details involved in applying for credit for a non-Ohio State sponsored

internship on the OIA website:

<https://oia.osu.edu/getting-started/ways-to-go-abroad/internship-or-work-abroad.html>

### Teaching English Abroad

As English has emerged as a predominant language in our globalized society, the demand for teachers of English has increased, and native speakers are particularly desirable. Teaching English as a foreign language is a great way to work abroad. Based on the program you choose, the required level of host country language competency will range from basic to advanced. Check with the program you choose to see what it requires. For more details about finding work as an English teacher across the globe, please see our [Teaching English Abroad](#) tip sheet.

### Finding a Career Abroad

The key to building a career abroad is discovering and developing your interests to determine which field is right for you. As mentioned earlier, the vast majority of North American professionals abroad work for North American companies, or with international companies based in North America. It can be very difficult to search for a career by country due to visa, residency, and work permit restrictions. Instead, try searching by job sector and career field.

Once again, **GoinGlobal** is a great resource and valuable starting point for any international job search and is accessible to Arts and Sciences students through **Handshake** at [handshake.osu.edu](http://handshake.osu.edu). Within this platform, you can explore opportunities and employment trends worldwide. Once you have discovered a position in a particular location for which you would like to apply, use GoinGlobal to review country-specific information including resume writing and interviewing guidelines, professional networking groups and work permit and visa regulations.

The federal government has a myriad of career positions available, particularly in education, medicine, and health and human services professions. You can search for these positions at: **[www.usajobs.gov](http://www.usajobs.gov)**

If you are looking for work in the nonprofit sector, **[www.idealists.org](http://www.idealists.org)** is a great place to begin looking. This job search website for nonprofit organizations features careers as well as volunteer positions and

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internships, and you can search for overseas opportunities.

**My Perfect Resume** offers a great compilation of international job resources, spanning across multiple regions and countries, as well as information about living and working abroad. You can access it here: <https://www.myperfectresume.com/how-to/career-resources/internat>

Remember to focus on career field and to not get too hung up on searching for a job by country.

## Special Considerations to Keep in Mind when Searching for Work Abroad

### Passports, Visas, Residence and Work Permits

A passport is mandatory for United States citizens traveling outside the US and its territories. You can read about how to obtain a passport here: [https://travel.state.gov/content/passports/en/passport\\_s/apply.html](https://travel.state.gov/content/passports/en/passport_s/apply.html)

Visas, residence and/or work permits may be required depending on which country you decide to call home. Nearly every country has restrictions of some kind, so be sure to do your homework before going abroad. These documents can be very difficult to obtain without support from an employer, so your best bet is to have a job lined up before you begin the paperwork process. Usually a non-national must be able to prove that he or she has a stable source of income and a set of specialized skills not possessed by a national. An employer can vouch for you on both of these counts. The application process can be lengthy and is very complicated so be prepared to be patient. You can read more about how to obtain these documents on the U.S. Embassy website for the country in which you desire to live: <http://www.usembassy.gov/>

### Travel Advisories and Alerts

The US Department of State issues Travel Advisories and Alerts for countries in which it may not be safe for American citizens to travel. Be aware that, if you are applying for Ohio State academic credit for an overseas internship or volunteer experience in a

location under a Travel Advisories or Travel Alert, the Office of International Affairs will require extra documentation validating your reason for visiting. A list of the current Travel Advisories may be found here:

<https://travel.state.gov/content/travel/en/traveladvisories/traveladvisories.html/>

Additionally, there are a number of different ways to stay well connected and apprised of any changes or updates that may impact your safety as an American abroad. For more information, see:

<https://travel.state.gov/content/travel/en/international-travel/before-you-go/about-our-new-products/staying-connected.html>

### A Final Note about Finding Work Abroad

Most international volunteer and internship placement services will have some kind of fee associated with using their services. The breakdown of these fees will vary, but usually cover the cost of the placement, securing the appropriate documentation to travel and live abroad, and sometimes includes accommodation. Only in very rare cases are airfare and meals covered by these costs. Make sure to budget for these expenses.

And, to reiterate one final time: make sure you do your homework before committing to a program or company. Traveling and working abroad has increased in popularity and so, unfortunately, have the number of scams. Use your common sense. If it sounds too good to be true, it probably is. If you are unsure about a program, try searching its title in combination with the words “scam” or “fraud”. This will help you find any negative information attached to an opportunity.

The Arts and Sciences Center for Career and Professional Success is happy to assist you in your search for work abroad and can provide valuable information about reputable programs and companies. The above mentioned resources are by no means an exhaustive list for finding work outside of the US. To learn more about finding opportunities and to better focus your search, consider scheduling an appointment with a Career Coach in Career Success.

<sup>1</sup> Hachey, Jean-Marc. The Big Guide to Living and Working Overseas. Toronto, Ontario, Canada: Intercultural Systems, 2007. Print.

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