

INTERNATIONAL CITY TOURS

UNIVERSITY CAREER ACTION NETWORK



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Amsterdam

City Overview

History

Amsterdam was originally established as a fishing village at the mouth of the Amstel River during the 13th century. The city prospered over the years, with its wealth and power peaking during the 17th century's Golden Age. The Netherlands was occupied by Germany during the Second World War. Following its liberation in 1945, the country chose to abandon its traditional policy of neutrality, subsequently becoming a member of Western European Union (WEU) and the North Atlantic Treaty Organization (NATO). The Treaty establishing the Benelux Economic Union between the Netherlands, Belgium and Luxembourg was signed in 1958 and came into force in 1960. The Netherlands was a founder member of the European Community (EC—now European Union—EU).

Culture

Amsterdam offers a diverse array of world-class entertainment, as for centuries has been one of the leading centers of culture in Europe. High-quality culture spread across 65 theatres and concert halls, 42 museums and over 141 galleries. The availability of culture in Amsterdam is thanks to affordable prices, and the fact that Beethoven's Ninth can be enjoyed just as much in jeans as in more formal attire. Amsterdam's cultural season lasts all 52 weeks a year. Each year about 16.000 concerts and theatre performances take place, averaging over 40 events a day, in traditional venues such as Concertgebouw, the Muziektheater and [Stadsschouwburg](#), while more experimental productions can be found in the Felix Meretis Theater or the IJSbreker among other places.

Population: 16,318,199

Ethnic Groups: Dutch 83%, other 17% (of which 9% are non-Western origin mainly Turks, Moroccans, Antilleans, Surinamese and Indonesians)

Religions: Roman Catholic 31%, Protestant 21%, Muslim 4.4%, other 3.6%, unaffiliated 40%

Languages: Dutch (official language), Frisian (official language)

Government Type: constitutional monarchy

Weather

The climate is temperate: the average temperature in January is 0°C (32°F), and the summer average is 21°C (70°F). Usually there is little snow in the winter. Spring and autumn are pleasant, but can be wet (100+ mm of rain per month). There are stronger winds from October to March.

Exchange Rates and Cost of Living

Euros are accepted. For the Current Exchange Rate try: <http://www.xe.com/ucc/>

(Consumer Price Index; base: 2000=100) – 2003

Food – 111.7

Rent, fuel and light – 112.5

Clothing – 101.8

Health – 107.5

Transport – 107.6

Communications – 103.5

Recreation and culture – 105.6

All items (incl. others) – 109.9

Job/Internship Search

Internet

It is the most powerful tool when it comes to job-hunting, not only to register your [CV](#) with the countless agencies and companies on-line but also to keep up to date with new job postings and email prospective employers. All international organizations are on-line so if you fancy working on the government circuit, check out the web sites for the International Criminal Court, the European Patent Office, Europol, among many. Equally useful sources of information, also available on-line, are the Intermediair, Intermediair Jaarboek, the NRC Handelsblad, De Volkskrant, Algemeen Dagblad, De Telegraph and the Kompas Directories.

Temping Agencies (Uitzendbureaus)

Temp jobs are common and are a very good way of getting your foot on the career ladder. In the Netherlands, temporary contracts are not regarded as a mere stopgap - many employers attach great importance to such contracts as a means of gaining valuable work experience. There are several temping agencies that specialise in jobs that do not require knowledge of Dutch. 100's of jobs are in fact advertised on-line and the following agencies have an extensive database of both technical and non-technical vacancies:

www.undutchables.nl

www.uniquemls.com

www.bluelynx.nl

www.core-it.com

www.englishlanguagejobs.com

www.career-abroad.com

www.projob.nl

www.dambustersrecruitment.com

www.dutchisnotrequired.nl

www.adamsrecruit.nl

How to write a Dutch CV

European CV/résumés are often written in a similar style but getting it perfect for the market you are applying for is the key. As for the letter of motivation, although many people speak English, it is recommended to write your application in Dutch even if the position does not require it. It should be a typed letter, preferably 1 page and in A4 format. Dutch employers really favor a concise, direct and professional style. For layout, begin your letter stating your reasons for applying. The bulk of the content should state what attracts you about the company and your work experience/qualities. On a final note- it is always good to mention that you would like to be considered for an interview at their convenience. Your letter of motivation is you on paper so sell yourself! Although English is widely accepted as a universal business language, be prepared to draft your CV/résumé and/or letter of motivation in Dutch as well. For a style guide to writing a great Dutch CV, see below:

Length: 1-2 pages maximum

Format: A4 European standard

Layout: Contact information: name, address, phone, email, fax

Personal details: date of birth, gender, marital status, nationality

Education: names of schools/colleges/universities/work placements, awards and honors (do not mention grades or results)

Work experience: in reverse chronological order – start with the most recent work experience first: dates, companies, titles, and duties.

Languages: level of fluency (spoken/written)

Computer skills: proficiency in software packages, internet, etc.

Hobbies: (highly valued in the Dutch marketplace so take time in listing relevant activities)

Once complete, be sure to scan for errors as typos will go against you. Send CV either by email as a MS word attachment (widely accepted) or by conventional mail. If sent by email, send through conventional mail as a back up.

Labor Market

The Netherlands may be one of the smallest countries in Europe but it is certainly among the richest on the continent. In so far as the domestic market is concerned, the country is very dependent on trade. The main industries in Holland are food processing, chemicals, gas and oil and its most important sectors are retail, property, transport, communications and the financial services. Today, excellent tax conditions have attracted some 5000 foreign investors to the Netherlands and many multinationals and household names such as Nike and Canon have made the lowlands the home for their headquarters. Furthermore, the unemployment rate stands at 3.5%, which is low in comparison to other neighboring countries.

The official language of the Netherlands is Dutch but at least 90% of Dutch people have a good command of English and over 50% can speak two languages. Applicants that do not speak Dutch are welcomed in the marketplace but a basic working knowledge of Dutch is likely to enhance a job seeker's chances of success. Employers By Industry:

Dutch Yellow Pages: All Dutch companies in a searchable database: address, contact, and telephone numbers. <http://www.goudengids.nl/>

Amsterdam Chamber of Commerce: <http://www.amsterdam.kvk.nl/>

American Companies Operating in Amsterdam

Industry	Company Name	Address	Telephone	Fax
Advertising	24/7 Real Media, Inc. www.247media.com	Herengracht 444, Postbus 10908	31-20-5247-800	31-20-5247-850
Pharmaceuticals	Abbott Laboratories www.abbott.com	Postbus 71	31-33-454-5000	
Technology	Adobe Systems Incorporated www.adobe.com	Hoogoorddreef 54a		
Technology	American Management Systems, Inc. www.amsinc.com	Herengracht 208	31-20-5300-310	31-20-5300-350
Media and Communications	AOL Time Warner www.aoltimewarner.com	Otto Holding Straat 5		
Food Processing	Archer Daniels Midland Company www.admworld.com			
Technology Services	AT&T Broadband, LLC www.broadband.att.com			
Financial Services	Bank of America Corporation www.bankofamerica.com	Herengracht 469	31-20-557-1888	31-20-557-1600
Advertising	Bates Worldwide Inc. www.batesww.com	President Kennedylaan 1	31-20-644-5441	31-20-646-1538
Manufacturing	Ben & Jerry's Homemade Inc. www.benjerry.com	Ben & Jerry's Benelux		
Consulting	Booz-Allen & Hamilton Inc. www.bah.com	Strawinskylaan 3099	31-20-504-1900	31-20-504-1990
Advertising	Leo Burnett, Div. B-Com 3 Group www.leoburnett.com	Drentestraat 5		
Computer Software	Cisco Systems, Inc. www.cisco.com	Atlas Complex, Africa Bldg., Hoogoorddreet 9	31-30-342-3000	
Financial Services	Citigroup, Inc. www.citigroup.com	Hoogoorddreef 54B		
Manufacturing	The Coca-Cola Company www.coca-cola.com			

Advertising	D'Arcy Masius Benton & Bowles Inc. www.darcyww.com	PO Box 71219		
Advertising	DDB Worldwide Communications Group www.ddbn.com	Josef Israelskade 46		
Computer Systems	Dell Computer Corporation www.dell.com	Zekeringstraat 45B	31-20-581-8790	31-20-681-2751
Consulting	Deloitte Touche Tohmatsu International www.deloitte.com	Orlyplein 50		
Advertising	Draft Worldwide www.draftworldwide.com	Olympisch Stadion 34	31-20-614-14-86	31-20-614-16-36
Information Solutions	Equifax Inc. www.equifax.com	Museumplein 11		
Financial Services	Ernst & Young International www.eyi.com	Drentestraat 20, PO Box 7883	31-10-4072-591	31-10-4568-448
Delivery Service	Fedex Corporation www.fdxcorp.com		800-0222333	
Financial Services	FMR (Fidelity Investments) www.fidelity.com			
Manufacturing	Foot Locker Inc. www.venatorgroup.com	Kalverstraat 128-130	31-20-4-227742	
Manufacturing	Ford Motor Company www.ford.com	PO Box 795		
Financial Services	General Electric Capital Corporation www.gecapital.com	Amsteldijk 166		
Manufacturing	General Motors Corporation www.gm.com			
Pharmaceuticals	The Gillette Company www.gillette.com	Gillette Finance BV		
Advertising	Grey Global Group www.grey.com	Parnassusweg 103		
Financial Services	Heller Financial Inc. www.hellerfin.com	NMB Heller N.V.		
Rentals	The Hertz Corporation www.hertz.com			
Consulting	Hewitt Associates LLC www.hewitt.com	NL-1112 XC Dieman	31-20-695-3031	
Hotel Services	Hilton Hotels Corporation www.hiltonhotels.com	Apoliolaan 138		
Manufacturing	Honeywell International Inc. www.honeywell.com	Laarderhoogtweg 18	31-20-565-6911	31-20-565-6600
Technology	IBM Corporation www.ibm.com	Johan Huizingalaan 765, PO Box 9999	31-20-513-5151	31-20-513-6807
Security	Ingersoll-Rand Company www.irco.com	Distelweg 89		
Hotel Services	Inter-Continental Hotels www.interconti.com	Professor Tulpplein 1	31-20-622-6060	31-20-622-5808
Manufacturing	International Paper Company www.ipaper.com	De Boelelaan 575A		
Advertising	J. Walker Thompson Company www.jwt.com			
Consulting	Jones Lang Lasalle www.am.joneslanglasalle.com			
Photocopying	Kinko's, Inc. www.kinkos.com	62 Overtoom	31-20-589-	31-20-589-0920

			0910	
Consulting	Korn/Ferry International www.kornferry.com	Strawinskylaan 545	31-20-664- 1301	31-20-675-0205
Manufacturing	K-Swiss Inc. www.k-swiss.com	Overschiestraat 186F	31-20-346- 0080	31-20-617-4176
Contracting	Manpower International Inc. www.manpower.com	PO Box 12150		
Hotel Services	Marriott International Inc. www.marriott.com			
Manufacturing	Mars Inc. www.mars.com	Effem BV, Nijenburg 152, PO Box 7893		
Manufacturing	Mattel Inc. www.mattel.com	Schurenbergweg 5		
Advertising	McCann-Erickson Worldgroup www.mccann.com			
Consulting	McKinsey & Company www.mckinsey.com	Amstel 344	31-20-551- 3777	31-20-622-9902
Electric Utility	Mirant Corporation www.mirant.com	Amstelplein 1	31-20-717- 8000	
Financial Services	J.P. Morgan Chase & Co. Inc. www.jporganchase.com	Herengracht 458, PO Box 941	31-20-546- 9700	31-20-246-9707
Manufacturing	NCR (National Cash Register) www.ncr.com	Laaderhooftweg 25, Postbus 22705	31-20-651- 2702	31-20-651-2864
Publishing	The New York Times Company www.nytimes.com	Van Eeghenstraat 66	31-20-673- 0757	
Public Relations	Ogilvy & Mather Worldwide www.ogilvypr.com			
Manufacturing	Peoplesoft Inc. www.peoplesoft.com	James Wattstraat 100		
Health Care	Pfizer Inc. www.pfizer.com			
Consulting	Pricewaterhousecoopers LLP www.pwcglobal.com	Strawinskylaan 3127, PO Box 7067	31-20-5498- 200	31-20-5498-250
Financial Services	Prudential Financial www.prudential.com	Gebouw Rivierstaete, Amstedijk 166		
Hotel Services	Radisson Hotels International www.radisson.com	Rusland 17	31-20-623- 1231	31-20-520-8200
Publishing	Reader's Digest Association, Inc. www.readersdigest.com	Hogehilwig 17		
Travel	Sabre Inc. www.sabre.com			
Publishing	Scientific American Inc. www.sciam.com	Apollolaan 127		
Manufacturing	The Scotts Company www.scottscompany.com			
Auctioneering	Sotheby's Holdings, Inc. www.sothebys.com	De Boelelaan 30	31-20-550- 2200	31-20-550-2222
Electric Utility	The Southern Company www.southernco.com			
Advertising	Sudler & Hennessey www.sudler.com	Klaprozenweg 75, 8ste etage	31-20-493- 6080	
Education	Sylvan Learning Systems, Inc. www.sylvan.net			
Advertising	TBWA Worldwide			

	www.tbwachiat.com			
Manufacturing	Texas Instruments Inc. www.ti.com	Texas Instruments Holland BV, NL- 1100 AZ		
Advertising	TMP Worldwide, Inc. www.tmpw.com	Keizersgracht 560- 562		
Manufacturing	Tommy Hilfiger Corporation www.tommy.com			
Consulting	Towers Perrin www.towers.com	Rhijnspoorplein 14-18	31-20-520- 8888	31-20-622-1177
Manufacturing	Unisys Corporation www.unisys.com	Hoogoorddreef 11		
Delivery Service	United Parcel Service, Inc. www.ups.com	Deccaweg 16	800-099- 1300	
Internet Service Provider	Uunet www.uu.net	Postbus 12954	31-20-495- 2727	31-20-323- 01683
Communications	Viacom Inc. www.viacom.com	Rikswijkstraat 175		
Publishing	The Washington Post Company www.washpostco.com	Van Eeghenstraat 66	31-20-673- 0757	
Manufacturing	WM Wrigley Jr. Company www.wrigley.com			
Manufacturing	Wyeth www.wyeth.com	Sophialaan 25	31-20-305- 8333	
Advertising	Young & Rubicam Inc. www.yr.com	Frans van Mierisstraat 92		

Labor laws

According to Dutch law, employees are permitted to work a maximum of 9 hours per day and 40-45 hours per week. The average working week is 5 days and Sunday is actually treated as a day of rest! If an employee works longer hours in the week, they may be entitled to a day off with the consent of their employer. The number of days paid statutory annual leave is usually 20 days and some employers may grant an extra five days off on top of that. All workers are paid as normal during leave and receive a bonus equivalent to 8% of annual earnings. If there is a 13th month in the year, employees will receive this at the end of the year.

Student Visas & Work Permits

The Dutch Ministry of Justice's Immigration and Naturalization Service runs a helpful website at www.immigratiedienst.nl. If you're a citizen of Australia, Canada, Ireland, New Zealand, the UK, the US, or any EU nation, you need only a valid passport to enter and stay in The Netherlands for up to three months on vacation; no entry visa is required. South African citizens need an entry visa just to enter The Netherlands, even for a vacation of less than three months. If you're planning to stay in The Netherlands for more than three months, though, or intend to work or study for any length of time, you'll need some kind of visa or permit.

Work permits

If you are a EU national from a state that already belonged to the EU prior May 2004, you are free to work in the Netherlands and your employer does not need a work permit. Jobseekers are entitled to find work in the Netherlands for up to 3 months upon arrival without restrictions. However, if you intend staying longer than 3 months, you will require a residence permit, which can be obtained from the Foreign Police (Vreemdelingenpolitie). Contact the National FP office on 0900 8844 (0.28E per min.) or go down to the local office in Amsterdam at Johan Huizingalaan 757, 1066 VH Amsterdam (+31-(0)20 559 63 00), open

9-1. For all other offices, consult the Gouden Gids (the Dutch yellow pages). If you are a national from any of the other EU states, Poland, Estonia, Latvia, Lithuania, Poland, Czech Republic, [Slovakia](#), Hungary, Slovenia, your employer will need to obtain a work permit for you.

All EEA nationals working in the Netherlands and in possession of a valid residence permit are entitled to the same rights as Dutch nationals regarding working conditions, social security, trade union membership, housing, vocational training and old-age pensions. Families and dependants are entitled to join those working in the Netherlands and also have access to similar rights. Some restrictions may still apply to nationals from countries that have recently joined the EU. To find out about restrictions, contact the embassy of your country.

Dutch social security system

All employees are covered by national insurance schemes (volksverzekeringen), which encompass areas such as child benefit, old age, illness, disability and unemployment. Although subject to assessment, employees also have the right to claim supplementary benefits (sociale bijstand). For your reference, see below a list of the key Dutch insurance schemes:

Old Age Pension (Algemene Ouderdomswet)

Widows / widowers Pension (Algemene Nabestaandenwet)

Disability benefit (Algemene Arbeidsongeschiktheidswet)

Child Benefit (Algemene Kinderbijslagwet)

Special Medical Expenses (Algemene Wet Bijzondere Ziektekosten)

Unemployment benefit (Werkloosheidswet)

Statutory sick pay (Ziektewet)

Social security number

In order to claim social security and be identified in the Dutch tax and social security system, you must first register with the local municipality and obtain a residence permit (Verblijfsvergunning) from the Foreign Police. You must then apply at your local tax office (Belastingdienst) for your tax number (SOFI-nummer). The local office in Amsterdam is near Sloterdijk station, Kingsfordweg 1, 1043 GN Amsterdam, (0206877777).

EU citizens only need a passport to receive their number but non-EU nationals will have to present several documents, namely a passport, residence permit identification card (or proof of registration with the Foreign Police) and proof of registration with the [local municipality](#) (Bevolkingsregister). Application procedures may be laborious, complicated and lengthy therefore it is advised to apply as early as possible. Registering with the Foreign Police

Within 8 days of arrival, all EEA nationals must register with the Foreign Police. If you do not possess a work contract but you are seeking employment, take your passport to the Foreign Police Registration Office. If your contract is non-temporary, you will need to have your passport, two passport photographs, your work contract and the relevant fee. If the work contract is temporary, you may have to renew your permit. Other documents that may be required: your SOFI number, a copy of your birth certificate and proof of a permanent address.

United States of America Consulate Information:

Museumplein 19

1071 DJ Amsterdam

Phone: 020-575 5309

Fax: 020-575 5310

Housing

Housing

links <http://www.amsterdam.nl/asp/get.asp?ItmIdt=00000501&SitIdt=00000005&VarIdt=00000002>,
<http://home.wanadoo.nl/b.maurits/>, <http://www.amsterdam.info/apartments/>,
http://www.expatica.com/source/site_article.asp?subchannel_id=4&story_id=652&name=Where+to+live+i

n+Amsterdam, <http://www.amsterdamhotelnet.com/apartments/apartments.htm>,
http://www.amsterdamby.com/accommod/apartment_amsterdam.htm

Universities

Vrije University, University Van Amsterdam, and Hogeschool van Amsterdam, University of Professional Education

Insider Tips

Job-hunting

Finding a job is no easy task and it is advisable to start your job search before coming to the Netherlands. Whether you are a qualified professional or a laborer, the same position in another country may not be what you are used to (e.g. working conditions, pay etc) and in some cases, you may not find work in your field of expertise, at least in the short term. There are many job opportunities for Dutch people and expats alike but the general rule when looking for work abroad is to be prepared to settle for less if your preferred job is not available. To give you a head start, it is worth noting that most people in the Netherlands find work either by word-of-mouth, through a contact such as a friend, partner or colleague, by networking and by sending applications. But, of course, there are also the more conventional ways of finding work, see below:

In person or by phone

Put yourself out there and be seen - there is nothing worse than letting your skills go stale by not overcoming fear of rejection. Also, contact prospective employers to enquire if there are any vacancies.

You may have a skill, or even ten, that are highly desirable in the Dutch market.

CWI (Centrum voor Werk & Inkomen)

Pop into one of the many Dutch equivalents of the job centre - the Centrum voor Werk & Inkomen. This public employment service, which is part of EURES, offers advice, tips and information to jobseekers in the Netherlands and if you are an EU national, you are able to access all CWI services free of charge. For job centres within the European Union, see the EURES (European Employment services) section of www.europa.eu.int.

Newspapers, magazines and books

Try the *Guide to Working in the Netherlands*, which can be ordered online at www.access-nl.org - comprehensive and extremely practical.

Attractions/Transportation

Museums

Van Gogh

The Rijksmuseum: contains the National Art Collection

The Stedelijk: a museum of modern art

Begijnhof: an enclosed courtyard dating from the early 14th century. The Begijnhof was formerly a convent inhabited by the Beguines, a Catholic order of unmarried or widowed women from wealthy families who cared for the elderly and lived a religious life without taking monastic vows. One of the houses here dates from 1465, making it the oldest maintained wooden house in the country.

Anne Frankhuis: *Achterhuis* (annexe) where the Jewish Frank family went into hiding to try to escape deportation during the Nazi occupation of the Netherlands. The Franks and four others hid in the part of the house concealed behind a revolving bookcase from July 1942 to August 1944, when they were betrayed to the Gestapo.

Southern Canal Belt : Amsterdam's centre is embraced by five circular waterways called the Grachtengordel (canal belt). The three main waterways – the Herengracht, Keizersgracht and Prinsengracht – were reserved for the houses of the wealthy.

Transportation

Map of all tram and bus routes: <http://www.gvb.nl/reisinfo/index-lijnenkaart.htm>

Website with a form where you can fill in the start and end points of journey, and it will work out a number of routes (not in English: 'Van' is the departure address, 'Naar' the destination; 'plaats' is the town, 'straat' the street, and 'huisnr' an optional house number; 'datum' is date, and 'tijd' is time of departure ('vertrek') or arrival ('aankomst')): <http://www.9292ov.nl/>

Publications

Newspapers

De Groene Amsterdammer, De Telegraaf, De Volkskrant, Het Financieele Dagblad, Het Parool, Trouw

Safety

Emergency Services

Police, fire, ambulance: Tel. 112

Doctor: Tel. 592 31 31

Emergency pharmacy: Tel. 6 94 87 09

Car breakdown: Tel. 08 00 08 88

Police Headquarters (Hoofdbureau van Politie) –

Elandsgracht 117, 1016 TT Amsterdam

Tel: +31 (0) 20 5592285 Fax: 5592355

Fire Brigade Headquarters (Brandweer Amsterdam) –

Weesperzijde 99, 1091 EL Amsterdam

Tel: +31 (0) 20 5556610 Fax: 5556861

Consulate Information

Museumplein 19

1071 DJ Amsterdam

Phone: 020-575 5309

Fax: 020-575 5310

ATHENS

City Overview

Brief History of Greece and Athens

Accounts of Athens' early days are inextricably woven with mythology, making it difficult to be sure what really happened. We do know, though, that the hilltop site of the Acropolis, endowed with two copious springs, drew some of Greece's early Neolithic settlers. Later, with the rise of city-states, the Acropolis provided an ideal defensive position, and by 1400 BC, it had become a powerful Mycenaean city. Athens fell into a dark age during in 1200 BC, but sprang back in the 8th century BC to become Greece's artistic center. Until 510 BC Athens was ravaged by war and oppression until Sparta stepped in to help. Following the defeat of the Persian Empire, Athens' power grew enormously. It established a confederacy on the island of Delos, demanding tributes from islands for protection against the Persians. The money was used to transform the city. This was Athens' golden age: monuments were built on the Acropolis, and drama and literature flourished. Aeschylus, Sophocles and Euripides; sculptors Pheidias and Myron; and historians Herodotus, Thucydides and Xenophon all lived at this time. However, Sparta was not willing to accept Athenian domination of the peninsula and hostilities culminated in the Peloponnesian Wars in 431 BC. After 27 years of war, Sparta won out over Athens, although Athens was still the birthplace of the West's greatest philosophers: Socrates, Plato and Aristotle.

Athens continued to thrive as an artistic center under Roman rule. However, between 1200 and 1450 Athens was subject to invasions by the Franks, Franks, Catalans, Florentines and Venetians. The Turks invaded in 1453 and settled in for 400 years.

After the War of Independence which ran from 1821 to 1829, Athens replaced Nafplio as the capital of independent Greece. The event that changed the nature of the city greatly was a result of the population exchange that was carried out between Turkey and Greece under the 1923 Treaty of Lausanne. This meant that the city's population doubled virtually overnight, creating a need to erect concrete apartment blocks to welcome all the newcomers.

Athens also suffered deeply during the German occupation during World War II and during the Civil War that followed. The city continued to grow and expand throughout the 1950s and 1960s, and many of the old Turkish houses and neoclassical buildings were destroyed under the colonel's junta. By the end of the '80s the city had developed a sorry reputation as one of the most traffic-clogged and polluted in Europe. However, Athens continues to grow and change and has done so particularly during the 1990s. The population of Athens is currently generally wealthier, although there are still major economic disparities and a rural-city divide. There is also a current drive by city officials to modernize the city with the expansion of the road and metro networks and a new airport. The Olympics of 2004 clearly accelerated the modernization projects.

Culture

Greeks are particularly proud of their culture and regard it with particular passion, feeling that their culture is a definition of their national and ethnic belonging. In fact, Greece is the cradle of Western thought, literature, art, architecture and democracy. Traditions, religion, music, language, food and wines are the major components of Greek culture. Traditions in Greece and Greek Islands are either of a religious character or coming from paganism. Furthermore, most of the traditions and festivals still followed and celebrated today, are religious. The Greek population is composed of a 97% of Christian Orthodox. The rest of the population is Muslim, Roman Catholic and Jewish. Greece also has a rich culinary heritage as well, which can be sourced from the 400 years of Ottoman rule. Traditional dishes include *tzatziki* (cucumber and yoghurt dip) and octopus pickled in lemon juice and olive oil. Cheap snacks such as *souvlaki* (skewered, grilled meat in pita bread) and *spanakopita* (spinach and cheese pie) are easy to find.

Popular main dishes include *mousakas* (eggplant baked with minced meat and béchamel sauce), stuffed tomatoes, and freshly grilled seafood. The mainstay of the Greek diet is the ubiquitous *horiatiki salata* (country salad), consisting of cucumber, tomatoes, onions, feta cheese and olives. Greek yoghurt is delicious and sold everywhere. Typical Greek drinks include *retsina*, *ouzo*, *tsipouro* and *raki*. A thriving visual-arts scene exists, and traditional folk crafts such as embroidery, weaving and tapestry continue.

Weather

Athens and Greece in general have a temperate climate with mild, wet winters and dry, hot summers.

Exchange rates and Cost of Living

In January 2002 Greece was one of the countries in the European Monetary Union to introduce the common European currency the Euro as the sole currency of daily transactions. The approximate exchange rate in February 2005 was 0.76823 Euros per US dollar. Thus travel to Europe from the United States has become more expensive. However, the cost of living in Athens can be characterized by the following indicators:

One-litre bottle of mineral water:	€0.55
<i>Financial Times</i> newspaper:	€2.40
36-exposure color film	:€4.50
City-centre bus ticket	:€0.45
Adult football ticket:	€15
Three-course meal with wine/beer:	from €30

Additionally, the 2004 the Mercer Human Resource Cost of Living survey ranked Athens number 50, meaning that it is 80% as costly as living in New York City.

Job/Internship Search

Job boards/Internship boards/Temp agencies

The Greek Manpower Employment Organization (OAED) is the equivalent of a job center in the United States. Their website is <http://www.oaed.gr/>.

There are also a small number of employment agencies advertised in the Greek Yellow pages: <http://www.xo.gr/index.jsp>.

The employment agencies listed for Athens include:

ATHANASIADIS TH. PANAGIOTIS
Tel.: 21 08843123

ABSOLUTER - ZISIS NTOGKARIS
Tel.: 21 05200055

ADONIS IGSE
Tel.: 21 05226000

AKIS AGENT
Tel.: 21 08320007

GALANI VOULA & AFRODITI

Tel.: 21 03806252

NTAGKOUNAKIS EMMANOUIL & GEORGIOS

Tel.: 21 05247109

PAPAVRAMOPOULOS KON/NOS

Tel.: 21 05222265

SMYRNIS KON/NOS & SIA OE

Tel.: 21 03837005

TSIOTA LOUKIA

Tel.: 21 03837586

Jobs are also listed on the following websites:

<http://www.overseasjobs.com/index.html>

<http://jobs.escapeartist.com/Openings/Greece/>

<http://gr.careervenue.com/>

<http://www.jobs-in-europe.net/greece.html>

http://www.in2greece.com/jobs/job_forum.htm

<http://gogreece.about.com/od/jobsingreece/>

<http://www.transitionsabroad.com/listings/work/shortterm/Mediterranean.shtml>

<http://www.internabroad.com/listings.cfm?countryID=34>

<http://www.jobsabroad.com/listings.cfm?countryID=34>

<http://www.teachabroad.com/listings.cfm?countryID=34>

CV & Resume Writing Resources

Below are links that can give you an idea of what Greek employers would be looking for in a CV or Resume:

<http://www.jobera.com/job-resumes-cvs/international-resumes-cvs/greece/greek-cv.htm>

<http://www.mol.fi/tyonhakijapalvelut/cvmalliulkomaat6.html>

http://www.fedora.eu.org/cms/ShowPage/Home_page/English_pages/Country_profile_Greece/p!epkeeg

http://europa.eu.int/youth/working/finding_a_job/index_he_en.html

Overview of Industries

The main industries that drive the Greek economy include:

- Tourism
- Food and tobacco processing
- Textiles
- Chemicals
- Metal products
- Mining
- Petroleum

The public sector accounts for 40% of GDP; tourism provides 15% of GDP

Agriculture accounts for 8.3%; Industry accounts for 27.3%; and Services account for 64.4% of GDP

Employers by Industry

Comprehensive industry lists of companies can be found at:

www.kompass.com

Student Visas & Work Permits

Work Permits

Non EU nationals can obtain a work permit in Greece if a vacancy matching their qualifications exists. They first receive a temporary, pre-approval employment visa from the Ministry of Labor and Social Affairs or other commissioned authority. US citizens who wish to be employed in Greece must request their employer to apply on their behalf to the appropriate Greek authorities for a work permit

For more information contact the local offices of the Employment Inspection Services or the Ministry of Labor, Dept. for Foreigners Working in Greece.

Tel: (+30) 2105295245

Fax: (+30) 210 524 2942

Student Visas

US citizens do not require a visa for tourist stay for up to 90 days.

General Visa information can be found at:

<http://www.greekembassy.org/Embassy/content/en/Article.aspx?office=11&folder=82&article=93>

And more specific information about requirements for U.S. citizens can be found at:

http://www.usembassy.gr/consular/ac_residency.htm

Housing

Housing Links

<http://www.expatriates.com/classifieds/greece/hs/>

<http://www.expatriates.com/classifieds/ath/hs/>

And limited properties are also available at:

<http://www.greece.com>

Universities

A fairly comprehensive listing of Universities in Greece can be found at the following site:

<http://www.internationaleducationmedia.com/greece/universities.htm>

Attractions/Transportation

Brief Overview of Attractions

A brief listing of the favorite tourist attractions in Athens include the Acropolis, the Ancient Agora, the Benaki Museum, the National Archaeological Museum, the National Gardens, the Roman Agora and Tower of the Winds, the Keramikos, and the Theater of Dionysos.

The Acropolis used to be a city of great grandeur though now it stands in ruins. Pericles transformed the Acropolis into a city of temples after being informed by the Delphic Oracle in 510 B.C. that it should become a province of the gods. The Parthenon, which is now the most prominent building on the

Acropolis, was the largest Doric temple to have been completed in Greece, and was the only one built almost completely (except for the wooden roof) of Pentelic marble.

The Agora was the ancient market place where the main administrative, commercial, political and social activities were centered. In the vicinity there is the Agora Museum in which there is a model of the Ancient Agora and displays of artifacts found from the site.

The Benaki Museum is the oldest museum in Greece, displaying more than 20,000 items beginning with prehistory to the formation of the modern Greek state. It has an excellent Byzantine collection and a gallery focusing on the development of Hellenism under foreign domination. The spectrum of Greek cultural history is covered including Karaghiozi shadow puppets, a wide array of costumes, jewelry, textiles and paintings.

The National Archaeological Museum possesses one of the most comprehensive collection of ancient Greek artifacts despite the pilfering by foreign archaeologists in the 19th century.

The Roman Agora was where Athens' civic center was moved under Roman rule. There are ruins of a 68-seat public latrine, the foundations of a propylon and a row of shops. There is also the octagonal marble Tower of Winds, built by Syrian astronomer Andronicus in the 1st century B.C., which served as a sundial, a weather vane, a water clock and a compass.

The Keramikos was the city's cemetery from the 12th century B.C. to the Roman times. Heading away from the city, the Street of Tombs consists of a vast array of funerary monuments with bass-reliefs. To the left of the Keramikos, the Oberlaender Museum displays stelae and sculpture from the site, as well as a collection of terracotta figurines and vases.

The Theater of Dionysus was quite enormous with a capacity of 17,000 people with 64 tiers of seats, of which only 20 survive. The enormous size of the theater attests to the importance of theater in the life of Athenians.

Entertainment Link

<http://www.timeout.com/travel/athens/>
<http://insider-magazine.gr/athens.asp>

Transportation Link

http://www.oasa.gr/uk/index_gr.asp
<http://www.ametro.gr/#>
<http://www.greekferries.gr/>

Publications

Media in Greece

(from BBC News.com country profile)

State-run broadcasters enjoyed a near-monopoly in Greece until the late 1980s, when new commercial TV services quickly gained a lion's share of the audience. Public TV lost a large slice of its advertising revenue as a result.

News, domestically-made variety programmes, comedies and game shows dominate the peak-time TV schedules.

Broadcasting in Greece is relatively unregulated by European standards, and many of the country's approximately 1,700 private radio and TV stations are unlicensed. An attempt was made in 2001 to impose some order on the crowded FM dial in Athens, prompting a political row. The Greek media enjoy considerable freedom, although editors and publishers risk prosecution over material deemed offensive to the president or religious beliefs.

The press

[Eleftherotypia](#) - evening daily

[Ta Nea](#) - evening daily

[Kathimerini](#) - morning daily, English-language pages

[Athens News](#) - English-language weekly

Television

[ERT](#) - public, operates entertainment-based ET1, NET, regional and cultural channel ET3

[Mega TV](#) - major commercial station

[Antenna TV](#) - major commercial station

[Alpha TV](#) - major commercial station

Radio

[ERA](#) - public, operates main network ERA1, entertainment station ERA2, cultural station ERA3, sport and music station ERA4, regional services, external service Voice of Greece

[Antenna FM](#) - commercial network

[Athena 98.4](#) - municipal Athens station, one of first non-state radio stations

[Skai 100.3](#) - commercial network

[Sfera 102.2](#) - commercial network

News agencies

[Athens News Agency](#)

[Netnews](#)

Yellow pages

<http://www.xo.gr/index.jsp>

Safety

Consular Information Sheet

<http://www.travel.state.gov/travel/greece.html>

US Embassy in Athens

<http://www.usembassy.gr/>

tel: (+30) 210-721-2951

Medical, Legal and other resources for Americans in Athens

<http://www.usembassy.gr/consular/resources.htm>

Emergency Contact Numbers in Greece

Medical Services: 112 / 166

Fire Dept.: 112 / 199

Police: 112 / 100

General Information

Consular Information Sheet from State Department

<http://www.travel.state.gov/travel/greece.html>

Beijing

City Overview

Brief History

King Wu was the first to declare Beijing the capital city in 1057 BC. Subsequently, the city has gone by the names of Ji, Zhongdu, Dadu, and finally Beijing when the Ming Dynasty Emperor ChengZu chose the name in 1421. Beijing was also known as Peking by the Western world before 1949.

Beijing City is an independently administered municipal district. She is situated in the northeastern part of China at an elevation of 43.5m above sea level. The climate in Beijing is of the continental type, with cold and dry winters and hot summers. January is the coldest month (-4 Celsius), while July the warmest (26 Celsius).

Beijing has a whole area of 16808 sq km (about 6500 sq mi), stretching 160 kilometres from east to west and over 180 kilometres north to south. She has 18 districts and counties with Dongcheng, Xicheng, Xuanwu, Chongwen, Chaoyang, Haidian, Fengtai and Shijingshan in the suburbs and Fangshan, Mengtougou, Changping, Tongxian, Shunyi, Daxing, Huairou, Miyun, Pinggu and Yanqing in the outer suburbs. Population in Beijing is about 12 million.

Today, Beijing is the second largest city in China and continues to grow. The city has been chosen to host the 2008 Summer Olympics, igniting patriotism throughout the nation.

(<http://www.beijingpage.com/#general>)

Culture

Natives of Beijing speak the Beijing dialect, deviating from Mandarin Chinese in vocabulary, phonology, and grammar. Mandarin, however, is the standard Chinese language used in the People's Republic of China. English can occasionally be found in airports, banks, universities, theaters, and professional buildings.

Beijing or Peking Opera is one of the great highlights of Chinese culture. It is performed through a combination of singing, speaking, gestures, fighting, and acrobatics. Performers use a special stage dialect that is often difficult to understand. Most modern theaters provide electronic subtitles.

Peking duck is probably the most well-known dish in Beijing. Chinese food of all colors and flavors can be found across the city. In the evenings, cooks set up stands outside and charge 1 or 2 yuan for a roasted sausage or shrimp stick. It is important to know how to use chopsticks, for most local restaurants do not provide forks. As China has become increasingly westernized in the past decade, American restaurants such as Pizza Hut and McDonalds have sprung up all over Beijing. It's not difficult to find familiar brands like Coca Cola or even movies like Forrest Gump in the city.

Shopping is easy and fun in China. Most department stores are 5 to 6 stories high. Store clerks are available at every turn, ready to help you with your purchase. Family shops line the streets of Beijing. Bargaining is a frequent practice; always suggest a lower price than the seller asks.

Individuals in Beijing often wake early and sleep early. The sun rises at 5am and sets around 7:30pm in the summer. Though many Chinese families like to sit at home, watch TV and chat, nightlife is rich in the city.

Bars, pubs, and discos are open until 2 or 3am. Admission is usually about 50-80 yuan. Cell phones are also very popular.

Weather

Beijing's climate is characterized by hot, humid, rainy summers and cold, windy, dry winters with some snow. Spring and autumn are considered to be the best times to visit Beijing, especially during the months of April, May, September, and October. Indoor heating is widely available in businesses and residential areas. Air conditioning is installed in most businesses.

Heavy traffic and intense industrialization cause Beijing to suffer from pollution and poor [air quality](#). Dust from eroding deserts in northern China results in seasonal [dust storms](#) in the city.

The following is a table of average temperatures and rainfall throughout the year:

Beijing	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year
Avg Temp °C	-4.6	-1.8	4.7	13.6	20.0	24.5	26.0	24.7	19.8	12.7	3.9	-2.6	11.8
Avg Temp °F	23.7	28.8	40.5	56.5	68.0	76.1	78.8	76.5	67.6	54.9	39.0	27.3	53.2
Rainfall mm	3.9	4.7	8.2	18.4	33.0	78.1	224.3	170.0	58.4	18.0	9.3	2.7	635.3
Rainfall inches	0.2	0.2	0.3	0.7	1.3	3.1	8.8	6.7	2.3	0.7	0.4	0.1	25.0

Exchange Rates

The current exchange rate is 1 US Dollar = 8.1046 Yuan.

If you need to carry a large amount of money with you, opt for travelers' checks instead of cash. While not accepted everywhere, they will be accepted in most major cities. As a warning, some areas that accept Chinese credit cards will not accept foreign credit cards.

Cost of Living

The Mercer Human Resource Cost of Living Survey conducted in March 2005 lists Beijing as the 19th costliest city. This survey covers 144 cities across six continents and measures the comparative cost of over 200 items in each location, including housing, transportation, food, clothing, household goods and entertainment. The survey uses New York as the base city, scoring it on an even 100 points (New York is ranked 13th this year). Beijing's score is 95.6.

Generally, food in Beijing is inexpensive. A week's groceries can be bought with 100 yuan (less than \$15). 150 yuan can feed 4 people at a nice Chinese restaurant. 50 yuan can buy five lunches. Meals at American restaurants like KFC and McDonalds are more expensive than meals at Chinese restaurants.

Taxis are cheap and plentiful. Taking the bus only costs about 1 yuan each way. Imported products such as Nike tennis shoes and Vaseline moisturizer, however, are expensive; one bottle of moisturizer may cost 50 yuan. Housing can also be expensive: 1,200 yuan, for a small one-bedroom apartment, and 4,500 yuan for a larger unit.

Job/Internship Search

Marketable work skills, personal connections and a strong command of a Chinese dialect (usually Mandarin) are good assets to have when looking for work in China.

Almost every major country has established business councils or associations for conducting business in China. The organizations will often post information that can help you with your job search. They may hold conventions to acquaint foreigners with the employment culture in China and frequently use their

websites to post job listings.

American Chamber of Commerce in Guangdong

<http://www.amcham-guangdong.org/>

American Chamber of Commerce in China (look under Services for Job Search Resources)

<http://www.amcham-china.org.cn/>

The U.S.-China Business Council

<http://www.uschina.org/links.html>

Job / Internship Resources

BriTay International

<http://www.britay.com/>

Careers at Alliance China Capital Co., Ltd

<http://www.alliance-china.com/english/index.html>

CareerWise Dragon Surf

<http://www.dragonsurf.com/careerwise/>

China Business World

<http://www.cbw.com/index.html>

JobAsia

<http://www.jobasia.com/home.shtm>

JobChina.net

<http://www.jobchina.net/index.php>

Kopra International Internship Platform

<http://www.kopra.org>

MOGPA

6-12 month professional work assignments in China for Chinese-speaking US undergraduate, graduate students and recent graduates

<http://www.mogpa.com/>

The Complete Reference to Chinese Businesses

<http://www.chinasite.com/Business/companies.html>

The Definitive Shanghai Web-site

<http://www.expatsinsh.com/>

The Online Community for Expatriates and a Guide to Life in China

<http://www.expatsinchina.com/>

Wang & Li Human Resources Service Company

<http://www.wang-li.com/>

www.monster.com

www.vault.com

<http://www.51job.com> (website in Chinese)

<http://www.zhaopin.com> (website in Chinese)

Teaching English in China

<http://teflchina.org/index.htm>

<http://www.tesall.com/jobboard/index.pl>

<http://www.eslcafe.com/jobs/china>

CV & resume writing information for China

When applying to a Chinese employer, prepare two resumes, one in English and one in Chinese. Resumes can be 2-3 pages in length, illustrating your achievements and goals. You may include the following sections: personal information, career objectives, work experience, education, and skills and accomplishments, in which you should highlight things like language skills, technical abilities, and so on. You may also briefly cite awards, promotions, or special recognitions you have received, but being modest is a safe bet. Discrimination laws are not stringent in China, so it is not uncommon for employers in China to ask for items such as gender, age, or even a photo.

Overview of Industries and Employers

The largest sector of China's economy is industrial, followed by services and agriculture. China specializes in labor-intensive products like clothing and toys. It has been gradually moving on to more sophisticated products like desktop computers and pharmaceuticals. The real estate and automobile markets have been booming in Chinese cities, with electronics and computer related industries following close behind.

China's more than 70,000 small and medium-sized technology companies offer many employment opportunities. In the southern coastal city of Shenzhen, in Shanghai, and in Beijing's Zhongguancun Hi-Tech Development Zone, there is a proliferation of information technology enterprises. The Chinese government's commitment to developing the technology industry, and the Chinese consumer's appetite for state-of-the-art technology give the technology sector an optimistic outlook. With the industry's rapid development, there is a shortage of IT professionals. Thousands of job openings in the IT sector and related fields cannot be readily filled.

China is also experiencing a shortage in skilled engineers. Employment in this field is expected to increase with the growth of the economy. Career opportunities are expected in architectural, electrical, electronic, mechanical, structural, automotive, fabrication, instrumentation, civil, production, and materials engineering.

American Companies operating in China

This website lists the American companies with offices located in Beijing or Shanghai. The listings include the company's address and telephone number:

<http://www.cbw.com/business/usco.html>

Student Visas & Work Permits

There are three different types of visas that will allow a foreign student to work or intern in China:

- 1.) F Visa (Business Visa) - issued to an alien who is invited to China for a visit, an investigation, a lecture, to do business, scientific-technological and culture exchanges, short-term advanced studies or internship for a period of no more than six months.
- 2.) X Visa (Study Visa) - issued to an alien who comes to China for study, advanced studies or intern practice for a period of more than six months.
- 3.) Z Visa (Work Visa) - issued to an alien who comes to China for a post or employment.

Each of these visas requires that the student submit an invitation letter from a company or school in China explaining the need for the individual to visit China.

You can find information on how to apply for each of these visas at:
<http://www.china-embassy.org/eng/hzqz/zgqz/default.htm>.

Consulate Information

Visa Office
Embassy of the People's Republic of China
Room 110, 2201 Wisconsin Avenue, N.W.
Washington D.C. 20007
Tel: (202) 338-6688 Fax: (202) 588-9760

Link to other Consulate addresses:
<http://www.china-embassy.org/eng/sgxx/dfzygy/t44338.htm>

Housing

Links and Publications

<http://www.wuwoo.com> allows you to choose the location of your apartment. The website then lists important facts including the number of bedrooms, the total sq meters, and the monthly rent.

<http://www.5i5j.com> is an accommodations agency. They, however, do not specialize in dealing with foreigners. If you wish to see the cheaper accommodations on their website, do not click on the English links.

<http://www.thatsbeijing.com> is a site that asks for both the location and price range you want for an apartment.

Universities

Peking University
<http://en.pku.edu.cn/> (English version)

Tsinghua University
<http://www.tsinghua.edu.cn/chn/index.htm> (Chinese version)

Beijing Normal University
<http://www.bnu.edu.cn/eng> (English version)
<http://www.bnu.edu.cn/> (Chinese version)

Renmin University
<http://www.ruc.edu.cn> (Chinese version)

Insider Tips

Culture shock may be the first thing to overcome in China. Owning a car, speaking English, and seeing foreigners are rare for most of the Chinese population.

At restaurants, water is not free, and it does not come with ice. Tea, however, is sometimes complimentary.

Internet services may be hard to find outside of university settings.

Churches are very rare in China. Chongwenmen Church, the largest protestant church in China, is located in Beijing. President Clinton attended a service there in 1998.

Electricity and water may often have outages.

The tap water in China is not safe to drink. It is best to boil the water first before drinking.

Pick pocketing is common in China. Keep all valuables tucked away, and keep bags close.

Public bathrooms in China are rarely as well managed as they are in the United States. It is advisable to bring a roll of toilet paper with you whenever you go out.

There is no sales tax in China.

China uses 24-hour military time.

Attractions

The city of Beijing is always changing and offers numerous sights and activities, so the best way to discover what's going on for the week is to pick up "Time out Beijing", "City Weekend", and/or "that's Beijing." These magazines can be found at the Western cafes, bars, and sometimes universities across Beijing. They fill you in on upcoming events/shows, great restaurants, and weekend activities and are a great resource for the new student in Beijing.

Patience is key in China since the culture is so different from the United States. Some culture shock is to be expected when you first arrive. Chinese customs differ from ours in many ways: few people form lines so keep your elbows up when buying tickets, getting on the subway, or any other thing you would need to line up for. Don't be afraid to push ahead, otherwise you'll never make it on or off the subway during rush hour. Spitting is also prevalent and can be done both inside and outside, so try to refrain from cringing when you witness it. Trash can be a problem with people throwing trash out of windows and on the street. If you are holding a bottle in your hand, you may be approached several times by people asking for it. They are merely collecting the plastic bottles to get money from turning them in, so it's a nice gesture to give them any empty plastic bottle you have. Young children do not wear diapers but rather have split pants so they can pretty much go to the bathroom anywhere and anytime around China.

Foreigners do stick out like a sore thumb, so don't be alarmed if you find yourself being stared at or if "Hello" is yelled at you followed by laughter when you respond. If you are walking around [Wangfujing](#) and a young Chinese person approaches you speaking fluent English, they are more than likely an art student trying to get you to their studio. Don't go, as the art is usually way too overpriced, and you can get stuck there for hours until you buy a painting.

The cheapest and most convenient way to get around Beijing is to take the subway. Traffic is horrible in the city and can take you hours to get to your destination by taxi. The Lonely Planet Beijing guide has a subway map included, and you can find one at <http://www.thebeijingguide.com/subway/subway.html>. The website will not only provide a small map but gives you tips on what to do when you get to the subway station for the first time. If you do take a taxi, make sure they have a meter and turn it on. Always get a receipt as it prints out the telephone number and taxi number, important information if you ever leave something in the cab or get ripped off. Avoid taxis that do not have a license or meter as they will overcharge you and may not always take you to the place you want to go.

The www.thebeijingguide.com also lists some of the main attractions, shopping places, Olympic venues, and so forth, so is a great website to check out before heading to Beijing and once you arrive. It can provide helpful tips on communicating with friends and family at home. Many students buy an IP card, which can be bought all over Beijing, to make long distance calls home. Check out http://www.thebeijingguide.com/communications/long_distance.html for more information on long

distance calling with the IP card. You can also have your family or friends pick up a cheap international calling card in the States.

The top places to see in and around Beijing are (in no particular order): Simatai (the least crowded and least restored part of the Great Wall), Temple of Heaven, Tiananmen, the Forbidden City, the Summer Palace, and the Hutongs (the small traditional alleys which are quickly disappearing). The top shopping places are Panjiayuan (the weekend market), Wanfujing (Beijing's modern shopping district), the Silk Market (recently moved off the street and into a building), and Hongqiao Market (also known as the Pearl Market). Never, ever, ever take the first price offered. China is all about bargaining, and you can bargain for pretty much everything. Key things to remember are to smile and have lots of patience; start a little lower than half of what they first say and work your way up to a price that is reasonable. Be willing to walk away as you can get the price dropped that way. Always compare prices before you commit to buying something and sometimes try to hand them the amount you wish to pay, as more often than not they will take it; just make sure your things are in a bag first and ready to go.

Pretty much every type of food you can imagine can be found in Beijing. I would recommend looking in your recent guidebooks or the magazines above to see what's popular when you arrive. Western food dots the landscape, including McDonalds, Pizza Hut and even Outback Steakhouse. Peking duck is the specialty of the city, so if you eat meat make sure not to miss this. Quan Ju De, Ya Wang, and Li Kang are supposed to be good restaurants to enjoy Peking duck.

Vegetarians can find it a little difficult to eat in Beijing, as fish is sometimes not considered a meat, but Vegetarian restaurants do exist (Lotus in the Moonlight and Pure Lotus Vegetarian are both good choices). When you order a dish in a non-vegetarian restaurant, make sure to emphasize that you do not want meat, as sometimes little pieces of meat can be found in veggie dishes and tofu.

As for nightlife, there is a never-ending supply on Sanlitun Lu. Don't be enticed by the Western food they offer; though it may be a good place to have a beer and watch the busy street of people swarm by, it is not the place to eat. There are also a number of bars and clubs located near the Workers stadium such as the Den, Alfa, and Vics. Vics is probably one of the better places to dance and is packed on Friday and Saturday nights. The magazines mentioned above will list an assortment of bars and clubs with a short description so you can find the best one for you.

Always be careful late at night when you are returning home as people from other provinces flock to Beijing for work, facing difficult times. Beijing locals and foreigners are thought of as being very wealthy, so late night muggings do occur. Never travel alone at night and watch your wallet/purse at all times, especially when you're in a large crowd of people.

Specific Attractions

Beijing is one of the most historically rich cities in the world. Tiananmen is the spiritual center of China and the most important tourist site of Beijing. It is a place of great political significance in the 20th century. It also serves as the entrance to the Forbidden City.

Major Attractions in Beijing

Forbidden City
Tiananmen Square, site of the Tiananmen Square protests of 1989
Great Hall of the People
National Museum of Chinese History
The Temple of Heaven, located in the southern area of urban Beijing
Lama Temple
Bei Hai Park
The Summer Palace
Beijing Zoo
Sections of the Great Wall, located 50 miles northwest of Beijing city

The Ming Tombs
Peking Man Cave

Visit <http://www.ebeijing.gov.cn/Tour/default.htm> for more information on these attractions and tourism in Beijing.

Additional tourist information sites

<http://www.travelchinaguide.com/attraction/beijing> shows the operation times and prices of famous tourist attractions in Beijing

<http://www.beijingtrip.com/index.html> provides Beijing travel information on hotels, attractions, dining, shopping and Beijing tour packages

Entertainment

<http://www.tour-beijing.com/enter/index.php> gives an overview of entertainment in Beijing

Transportation

In 2004, Beijing counted 599 bus and trolleybus routes. Buses generally run from 5 or 5:30 to 22:00 or 24:00, depending on the route. A bus will arrive at a bus stop every 5 to 10 minutes. Bus fare usually costs 1 yuan for short trips and 2-3 yuan for longer trips. There are more than 70,000 taxis in the city. They are all reasonably priced and easy to hail. All taxis have meters. If there are any problems, you can reach Beijing Taxi Supervision at 6601-2620. Beijing is in the process of building additional lines to its present four-line subway. Subway tickets range from 2 to 5 yuan.

Map of Beijing: <http://www.beijingtrip.com/beijingmap.html>

http://travel.yahoo.com/p-travelguide-577360-map_of_beijing-i

Subway Map: http://www.ebeijing.gov.cn/Tour/Transport/t20040812_156782.htm

Taxi Info: http://www.ebeijing.gov.cn/Tour/Transport/t20040812_171787.htm

Bus Info: http://www.ebeijing.gov.cn/Tour/Transport/t20040812_171791.htm

Publications

Websites

Beijing this Month (<http://www.btmbeijing.com>)

Beijing News networks (<http://www.ben.com.cn>) – Chinese version

Beijing Review (<http://www.bjreview.com.cn>)

The Beijing News (<http://thebeijingnews.net>)

Beijing Globe (<http://www.beijinglobe.com>)

Newspapers

Beijing Evening News (<http://www.ben.com.cn>) – Chinese version

Beijing Star Daily (<http://www.stardaily.com.cn>) – Chinese version

Beijing Youth Daily (<http://www.bjyouth.com>) – Chinese version

Radio and TV

China Central TV (<http://english.cctv.com/index.shtml>)

China Central TV (<http://www.cctv.com>) – Chinese version

Beijing TV (<http://www.btv.org>) – Chinese version

Beijing Music Radio (<http://www.bmr.com.cn>) – Chinese version

Radio Free Asia (<http://www.rfa.org/english>)

Safety

China International country code number: 0086
Beijing city code number: 010

Emergency Contact Numbers

Ambulance: 120
Police: 110
Fire: 119

American Embassy Information

United States Embassy of Beijing, China
Ambassador Clark T. Randt, Jr.
Xiu Shui Bei Jie 3, 100600
Phone: (86-10) 6532-3831
Fax: (86-10) 6532-4153
(<http://www.usembassy-china.org.cn>)

Berlin

City Overview

History

The city of Berlin was the capital of Germany from 1871 to 1945. After this time, it was the capital of Prussia, and it wasn't until the reunification of Germany on October 3rd 1990 that Berlin once again became the capital city of Germany.

Between 1949 and 1990, it was divided into East Berlin, the capital of the German Democratic Republic, and West Berlin. From 1961 to 1989, the infamous Berlin Wall carved this into a city of two halves, dividing not only friends, but families and lovers as well.

Berlin is a city that has seen many unstable times. Below, is a list of the major events that have shaped this magnificent city.

- 1350 - The Black Death. Jews get the blame. Some Jews were attacked and some were executed.
- 1358 - Stralau acquired, former fishing village Stalauer Fischzug.
- 1376 - A major fire burns throughout the city.
- 1380 - Another fire devastates the majority of the city, along with the records of this early period.
- 1401-1410 - The period of the robber barons.
- 1411 - The Holy Roman Emperor gave Brandenburg to a member of the southern family, the Hohenzollerns. This was Friedrich, a descendant of the Margrave of Nünberg (Nuremberg).
- 1415 - Friedrich was sworn in as Margrave of Brandenburg.
- 1432 - The two municipalities of Berlin and Cölln were combined.
- 1440 - Friedrich II becomes Margrave of Brandenburg.
- 1442 - The combined municipalities of Berlin and Cölln are countermanded.
- 1443 - The Berliner Unwille happens in opposition to Friedrich II. But Friedrich manages to subdue the town, and a castle was built in Cölln.
- 1447 - The Berliners try to fight back.
- 1485 - Berlin becomes the Official Residence of the Hohenzollerns.

Culture

Ethnic mix: 87% German, 6% other European, 4% Turkish nationals, 3% other.

Religion: 54% undeclared, 26.5% Protestant, 10% Roman Catholic, 6% Islamic, 3.5% other

In the decade or so since the fall of the Wall, Berlin has emerged as one of Europe's most culturally vibrant cities, infused with a unique blend of Western and Eastern European cultures. There are world-class theatre and opera performances and a comprehensive array of museums and galleries to choose from. Beyond this, there are all the expressions of the counter culture for which Berlin is famous. Although remnants remain in Kreuzberg, the most avant-garde artists have moved to Mitte and increasingly to Prenzlauer Berg.

Weather

During the summer months the daily maximum temperatures reach on the average 22-23°C (72°F), whereby summer heat periods with temperatures of over 30°C (86°F) are not unusual.

In the winter the maximum temperatures on average is 2-3°C (35°F) over the freezing point lie. Longer winter frost periods with snow and ice are however no rarity. The precipitation distributes itself evenly over the year and exhibits with 580 mm in the annual average no extreme values.

Exchange Rates

Since 1/1/2002, the EURO has been used more than the official currency of Germany.

1 US Dollar = 0.77155 Euro

1 Euro (EUR) = 1.29610 US Dollar (USD)

Cost of Living

Cost of living is relatively high in Germany. However, there are many possibilities for students to reduce costs: student dormitories and shared flats offer affordable housing; cheap super markets and pubs catering to students help some. Cultural events, sports centers as well as public transport and even some stores offer students discounts.

Many language schools, too, have special deals with local enterprises - it is always worth to ask.

All in all (accommodation, food, leisure,...) EUR 1,000 per month are realistic, depending where and how you live. As a rule, Germany's east is slightly cheaper.

Job/Internship Search

Job Boards

Jobpilot Germany

Jobpilot Germany is the German branch of the jobpilot European network of job boards. It features career information and jobs in Germany.

Minimum Education Level: Secondary - High School Degree

Recommended Work Experience: MIN 0 MAX over 20 years

Accepting overseas CV/resumes?: Yes, if holding a working visa

Job search: free Resume posting: free

Job posting: fee-based Resume search: fee-based

Jobs.de

Jobs.de is a German job board. Resume posting and job search in Germany.

Minimum Education Level: Secondary - High School Degree

Recommended Work Experience: MIN 0 MAX over 20 years

Accepting overseas CV/resumes?: Yes, if holding a working visa

Job search: free Resume posting: free

Job posting: fee-based Resume search: fee-based

Monster Germany

Monster Germany is the German branch of the Monster global network of job boards. Find career information, post your resume and search for jobs in Germany.

Minimum Education Level: Secondary - High School Degree

Recommended Work Experience: MIN 0 MAX over 20 years

Accepting overseas CV/resumes?: Yes, if holding a working visa

Job search: free Resume posting: free

Job posting: fee-based Resume search: fee-based

Stellenanzeigen.de

Stellenanzeigen.de is a German job board. Resume posting and job search in Germany.

Minimum Education Level: Secondary - High School Degree

Recommended Work Experience: MIN 0 MAX over 20 years

Accepting overseas CV/resumes?: Yes, if holding a working visa

Job search: free Resume posting: free

Job posting: fee-based Resume search: fee-based

StepStone Germany

StepStone Germany is the German branch of the Stepstone European network of job boards. It lists job opportunities in Germany.

Minimum Education Level: Secondary - High School Degree

Recommended Work Experience: MIN 0 MAX over 20 years

Accepting overseas CV/resumes?: Yes, if holding a working visa

Job search: free Resume posting: free

Job posting: fee-based Resume search: fee-based

Internship Boards

Praktika

<http://www.praktika.de> (German)

Praktika offers has more than 6,000 internship vacancies and more than 6,000 thesis topics. After an initial registration, which takes only a few minutes, this website can be easily maneuvered. Praktika works like a search engine. It searches the websites of leading newspapers, top employers and some of the above-mentioned online job sites. This website also offers internships in other countries than Germany, such as the United States and France.

Praktikum

<http://www.praktikum.com> (German)

Although Praktikum.com is a free website and has only a bit more than a thousand internship vacancies posted, it is a website worth visiting when looking for an internship in Germany. Students can register with this website and fill out an online form; companies can then approach them directly with internship offers. In 2003, more than 2,000 students were registered on this website.

Praktikum Service

<http://www.praktikum-service.de> (German)

Praktikum-Service.de is both a link machine and an online job site for internships. It offers links to German and international online internship websites. The number of posted vacancies is limited, but the link list is very useful.

Temp Agencies

FirmsBZA - Bundesverband für Zeitarbeit

<http://www.bza.de>

According to BZA, the German Federal Association for Temporary Work (Bundesverband für Zeitarbeit), the importance of temporary work in Germany is growing steadily. This is because temporary and contract workers are not only being used to fill company deficits. They are also being used as a genuine means of personnel management. A company can hire these employees for up to 24 months. Then, it either has to offer the person a permanent job or end the contract. Major temporary help firms do not charge their employees any fees. The BZA has more than 1,500 member firms; however, only a small number of firms have offices throughout Germany. Contact information for all the member firms can be found on the BZA website. The website is written in German with a brief English section.

Adecco

<http://www.adecco.de>

Adecco is the number one temporary help firm in Germany. More than 250 different job types are offered. Adecco employs students, part-timers, workers, graduates and experts; anyone looking for a job and willing to show flexibility can apply for a job. Adecco has offices in all major German cities.

Randstad

<http://www.randstad.de>

Randstad is an international staffing agency and temporary help firm. In Germany, it is ranked second in the market. It offers a wide range of job vacancies, similar to Adecco. Randstad has 230 offices in Germany.

Manpower Deutschland

<http://www.manpower.de>

Manpower International is an international staffing agency and temporary help firm. As with Adecco and Randstad, it offers a wide range of job vacancies. Manpower International has almost 200 offices in Germany.

Zeitarbeit Deutschland

<http://www.zeitarbeit-deutschland.de> (German)

The website of Zeitarbeit Deutschland offers a good overview of the role of temporary agencies in general as well as the legal background of temporary work. It has a search engine that finds agencies in all of Germany.

CV & Resume Writing Info for Foreign Countries*Link to samples on Going Global*

The résumé/CV is the jobseeker's introduction to a new employer. It should be well organized and clear, and convey a correct description of professional training and experience. If the applicant is responding to an advertisement or seeking a specific position, the résumé/CV should be tailored accordingly and emphasize the most relevant elements. The university graduate should stress specific courses, related extracurricular activities and part-time work; the mature worker should emphasize career development, experience, and accomplishments.

The information in the résumé/CV should be presented in four major sections: Personal Details, Educational History, Employment History and Personal Interests. Using bold print, capitals and/or underlining helps organize the material and highlight specifics. The graphic presentation should thus be as clear and pleasing as the content. Generally, a two-page résumé/CV is sufficient for a recent graduate; a more experienced person will need further detail; however, a résumé/CV should not be lengthened for the sake of appearance; irrelevant information should never be included.

Generally, a German résumé/CV is similar to a U.S. résumé/CV; however, there are some differences that need to be highlighted. A typical German résumé/CV includes a required photograph. It should be the size of a passport photograph and show the applicant's head and upper torso. High quality photographs can make a positive impact for the résumé/CV. Résumés/CVs equipped with photo-booth pictures are considered to be unprofessional by many employers. The photograph should be pasted on the upper right of the first page, next to the first section, "Personal Details."

"Personal Details" should include full name, postal address, telephone number(s), email address, plus date and place of birth, marital status and number of children, if any. It is standard procedure in Germany to state one's age in a résumé/CV. If this information is not included, the résumé/CV will be considered incomplete.

"Educational History" should start with the names, locations and dates of attendance of junior and secondary schools, the major courses of study in secondary school (for young graduate) and the type of certification received (A-levels, high school diploma, leaving certificate, etc.). This should be followed by the names and locations of colleges and/or universities, giving dates, majors, degrees and years of graduation. Brief comments on extracurricular activities, such as involvement in student government and activities related to the applicant's career, should be included in this section. Awards or honors for scholastic achievement; study or time spent abroad, training workshops, internships and part-time and summer work should also be included. For a person new to the work world, this section is very important. It can highlight accomplishments and potential. For the more experienced worker, this section is usually abbreviated. Note: A chronological order should be used when presenting information on education and work history. In contrast to a U.S.-style résumé/CV, earlier experiences should be presented first, with most recent experiences being listed last.

“Employment History” begins with the first full-time job and continues to the present. For each position held, the name, location and business focus of employer should be provided. The list should include the dates of employment, job title and most important responsibilities. Promotions or increases in responsibilities while with the same employer should be indicated. Facts, numbers and percentages should be included. Awards or other recognition received in connection with work should be highlighted.

The last section of the résumé/CV, “Personal Interests,” covers a variety of topics that reveal the jobseeker more fully, both personally and professionally. These will include, under Special Skills: (1) familiarity with foreign languages, and levels of speaking, writing, and reading, and (2) knowledge of computer languages and programs. Leadership positions and involvement in relevant professional associations should be mentioned. Mandatory military or alternative civil service periods should be listed with the dates and a brief mention of any specialized training. Volunteer service and personal activities, or hobbies, can be briefly mentioned at the end of the section.

The following should be enclosed with the cover letter and résumé/CV: the small, professional photo (mentioned above); copies of school and university diplomas or degrees, and certificates from training schools or special courses; and Zeugnisse for any previous employment in Germany. Zeugnisse are documents provided by the employer; they serve to verify employment dates, positions and responsibilities held. They also contain commentary on personal and professional performance. Generally, they serve as written references. Consequently, reference checking as known in the United States is rarely performed in Germany. Some executive recruiters have started to use references as an evaluation tool, mainly for senior positions. Therefore, references are not required initially, and do not necessarily have to be mentioned on the résumé/CV.

German is the official language of the country, although there are a number of distinct regional dialects. English is the most commonly used foreign language in business operations. Before submitting an application, an interested jobseeker should research the company to see which language is the most appropriate to use. A good working knowledge of German is an asset for anyone planning to live and work in the country.

Overview of Industries Germany

Information Technology
Engineering
Accounting and Finance
Automotive Industry

Employers by Industry

Information Technology

[Materna Information & Communication](#); [essential consult GmbH](#); [German IT Development Ltd.](#); [NorCom AG](#); [NorCom Global Security \(NGS\)](#); [PSI AG PSI- Products and System of Information Technology](#); [Compubizz AG](#)

Engineering

[Siemens AG](#); [Babcock Borsig AG](#); [Lahmeyer International](#); [Hochtief AG](#)

Accounting and Finance

[Copan - Unlocking Global Value](#); [Daimler Chrysler Services](#); [Deutsche Bundesbank](#); [DIW Berlin - German Institute for Economic Research](#)

Automotive

[Autogenial](#); [Automobile Wölfe](#); [CAA](#); [Cherry Daimler Chrysler Services](#); [Institute of Propulsion and Turbomachinery](#)

American Companies Operating in Germany

Hewlett Packard; Covance; AMD (Advanced Micro Devices); JPMorgan Chase; Caterpillar; Philip Morris; Proctor and Gamble; Cargill International S.A.

Student Visas & Work Permits

Consulate information

http://www.germany-info.org/relaunch/info/consular_services/visa.html

Work Permits

Citizens of the United States, Australia, Canada, Israel, Japan, New Zealand and Switzerland may apply for residence and work permits after entering Germany. Citizens of other countries are required to obtain residence and work permits prior to entering Germany, at the German Consulate with jurisdiction over the applicant's place of residence. European Union (EU) citizens do not require a work permit, but must obtain a residence permit if staying in Germany for more than 90 days.

An individual with an employment authorization application pending may enter Germany as a visitor, but his/her activities must be confined to acceptable business visitor activities (as described above) and the stay may not exceed 90 days within a 6-month period.

When the application is submitted to the Consulate, it is forwarded to the Labor Authorities (Arbeitsamt) for review. Upon approval of the work permit petition, the Labor Authorities forward a recommendation to the Alien Authorities (Auslaenderamt), where the processing of the residence permit application takes place. Upon final approval by the Alien Authorities, a notification is sent to the Consulate, authorizing it to issue a temporary residence permit visa. The work and residence permit processing generally takes 8 to 12 weeks. Work and residence permits are generally granted for an initial period of 1 year and may be renewed annually.

Documents Required:

Two fully-completed application forms;

Two photographs;

Valid passport (plus a copy);

If a third*; country national, proof of legal status in the place of residence;

Employment contract or letter of intent of employment from the future employer in Germany;

Photocopy of university diploma;

Evidence of health insurance coverage;

Police Certificate of Good Conduct from the last place of residence;

Application fee.

It is highly recommended that the appropriate forms for these permits be obtained and submitted before leaving one's home country. These forms can be obtained from an Embassy or General Consulate of Germany (there are 10 in the United States, for instance) or by .pdf downloads from one of the websites maintained by the diplomatic missions.

Once in Germany it is necessary to register (Anmeldung, Anmeldebestätigung, or Einwohnermeldebestätigung) with local authorities (Ortsamt, Bezirksamt, or Einwohnermeldeamt) within the first week of arrival. Registration can be done at the local police station or at the city hall (Rathaus), even if the visitor is temporarily staying in a hotel. It is useful to have contacted these local authorities prior to leaving the home country to facilitate a smooth transition. The new resident may have to state his/her religious affiliation at registration for later income tax (kirchensteuer) purposes (churches are state-supported institutions in Germany). Individuals who state that they have no religious affiliation do not pay this tax.

When moving from one residence or one city to another in Germany, it is necessary to unregister and re-register (this is true for all residents of Germany, whether German nationals or expatriates). When registering, the resident will receive a form (Einzugsbestätigung des Wohnungsgebers) which his/her landlord has to fill in as proof of residence.

Housing

Housing Links

<http://www.rooms-in-berlin.com/>
<http://www.daad.de/deutschland/en/2.6.3.5.html>
<http://germany.accommodationforstudents.com/searchform.asp>

Universities

A list of all German Universities and Colleges
<http://www.germany-info.org/education/study/links.html>

A map of Germany with all universities and colleges.
<http://www.uni-trier.de/uni/unis/karte.htm>

Insider Tips

Two comprehensive websites written by students and for students and alumni provide information on study and career opportunities, apartment and dorm offerings, travel and study abroad, internships, work study, etc. Websites list social events have chat rooms and a database of jobs and internships: www.unister.de, www.studserv.de

Attractions/Transportation

Berlin's Top Ten Attractions

1. The Berlin Wall: Germany was once a country divided. Now, it is a country united. The memory of the divided city is becoming ever dimmer, but the fragments of the wall that remain give testament to a turbulent time in German and world history. The GDR leadership erected the Berlin Wall on 13th August 1961. The wall tore apart families and friendships, lovers and work colleagues. It created a swath of bitterness and prejudice across the country. Luckily, the division is no more. No longer are the German people segregated from those they love.

2. Brandenburg Gate: The Brandenburg gate deserves a mention of its own, even though it was an integral part of the Berlin Wall. "Mr. Gorbachev, open this gate!" demanded the American president Ronald Reagan during his visit to Berlin in 1987. Unknown to the citizens of Germany of the time, this statement was to become true only two short years later. On the night from the 9th to the 10th of November 1989 the Wall fell, and people from East and West flocked to the Brandenburg Gate. This is a moment that is burned into the minds of the people of not only Germany, but of the world as well.

3. Castles and Gardens of Potsdam and Berlin: Berlin is a city full of contradictions, surprises and superb sights. If you are spending some time in the city, it might be advisable to take a day trip to the Castles and Gardens of Potsdam and Berlin.
The Potsdam-Berlin Havel landscape with its many forests, lakes, and rolling fields was the preferred site for the new residences, gardens and parks of electors, kings and emperors of the Hohenzollern Dynasty for

nearly three hundred years. A visit to this breathtaking place will show to any visitor why it has been a place close to Berlin's heart for hundreds of years.

4. Nikolaikirche (Nicolai Church): This stunning and spacious church marks the spot where the city of Berlin was founded. Unfortunately, the church suffered great devastation in parts during the Second World War. It was not until 1985 that it was possible to begin reconstruction of the Nicolai Quarter for the 750th anniversary of the city.

This historic and visually beautiful church was reconstructed and turned into a museum in accordance with the provisions for historical monument. Visiting the Nikolaikirche is like taking a step back into the past.

5. Pariser Platz: Perhaps one of the most prominent city squares in Berlin, the Pariser Platz is a great place for tourists to visit. Along with the Brandenburg Gate constructed from 1888 until 1891, it characterizes the western end of the avenue known as Unter den Linden. Thousands of visitors flock here each year to see the colorful flowerbeds and lively water fountains.

The Pariser Platz was constructed in 1734, but was redesigned in 1880 by the City Garden Director Hermann Mächtig. The additions he made included two ornamental lawn parterres. These were adorned with fountains as festive highlights of the severe lawn parterres composing the two symmetrical halves of the square. For anyone who takes the time to look around, they will see that the aesthetic planning of the garden is both precise and beautiful.

6. Berliner Schloss: The Berlin Castle

7. Bodemuseum at Museum Island

8. Nationalgalerie: The National Gallery)

9. Berliner Dom: The Berlin Cathedral

10. Friedrichswerdersche Kirche: Friedrichswerder Church

Link for Entertainment in Berlin

<http://www.berlin.de/english/entertainment/index.html>

Links for Transportation

<http://www.berlin-airport.de/>

<http://www.bahn.de/> (German Railways)

<http://www.bvg.de/> (city transport system)

Publications

Newspapers

FAZ - Frankfurter Allgemeine Zeitung

<http://www.faz.net/stellenmarkt>

FAZ (Frankfurter Allgemeine Zeitung) is the newspaper of choice for most companies seeking employees with higher education. It is a national daily newspaper, published Monday through Saturday.

Die Zeit

<http://www.jobs.zeit.de/>

Die Zeit is a weekly newspaper that provides online job listings for its readers.

Handelsblatt

<http://www.handelsblatt.com>

Handelsblatt is published daily, Monday through Friday.

Financial Times Deutschland

<http://www.ftd.de> (German)

Financial Times Deutschland is a German-language, daily paper that is very similar to the British Financial Times.

Süddeutsche Zeitung

<http://www.sueddeutsche.de> (German)

The German-language newspaper, Süddeutsche Zeitung, is published daily, Monday through Saturday.

Safety**Emergency Contact Numbers**

Police: 110

Fire-Brigade: 112

Red Cross: 030/850055

Poison Emergency: 030/192 40

Medical Emergency: 030/310031

Telephone Seelsorge: 0800 111 02 22

Consulate Information

Embassy of the United States of America

<http://www.usembassy.de/>

Neustädtische Kirchstr. 4-5

D-10117 Berlin

Tel: +49 (30) 8305-0

Fax: +49 (30) 8305-1215

Berlin Resources

Going Global Country Career Guides

<http://online.goingglobal.com/guides.aspx?gu=12&topic=0>

Berlin City Tourist webpage

<http://www.berlincitytourist.com/>

World Guides

<http://www.germany.world-guides.com/>

Utell Travel Guides

<http://www.utell.travel-guides.com/data/Berlin/cityoverview.asp>

German Embassy – Washington, D.C.

<http://www.germany-info.org/relaunch/index.html>

Berlin Tourist Information

<http://www.berlin-tourist-information.de/index.en.php>

International Education of Students: Berlin

<http://www.ies-berlin.de/2003/resources/>

4International Careers & Jobs
<http://www.4icj.com/job/Germany.htm>

Cairo

City Overview

Infohub.com: <http://www.infohub.com/Destinations/Africa-&-Middle-East/Egypt/Cairo/>

TripAdvisor.com: <http://www.tripadvisor.com/Tourism-g294201-Cairo-Vacations.html>

Recognized as the social and commercial “hub” of Egypt, Cairo is the most densely populated city in the Islamic world. Culturally and commercially vibrant, the city retains much of its monumental ancient heritage as one of the cradles of civilization, yet is also awash in a modern and cosmopolitan mix of Arab, European and African influence. Contradictions abound as visitors are faced with the shocking contrasts of urban wealth and squalor; modern, expansive areas and crowded, antiquated neighborhoods. Home to about 16 million people, the city is also a gathering place for thousands of commuters from its rural outskirts.

The city boasts a sharp divide between the ancient and modern influences that comprise it. The core area, developed on the model of Paris in the 19th century, is marked by wide boulevards, public gardens, and open spaces. While this part of Cairo is dominated by government buildings and modern architecture, the three oldest areas constitute thickly populated slums surrounding the Western core, that half belies its own haphazard and gradual growth over the centuries. Comprised of small lanes and crowded squares, this ancient part of the city holds many of the historic sites, landmarks, and ancient mosques that Cairo is known for.

History

The city’s geography serves as an indication of its rich and varied history. Contrary to popular knowledge, Cairo did not actually exist during the time of the pharaohs, but first emerged as a military encampment in 641 AD founded by Muslim conquerors. Cairo is a conglomeration of approximately half a dozen such cities and fortresses, built up and in turn destroyed by successive dynasties over the course of centuries. During the Middle Ages, the city was expanded and transformed to eventually become a center of trade between West and East and one of the hubs of Muslim culture. After falling to the Ottoman Turks in 1517, Cairo was later seized by Napoleon in 1798, and with the rest of Egypt, underwent periods of French and British occupation until a coup in 1952.

Culture

Cairo is awash in culture, ranging from the celebration of its ancient heritage to all the vibrancy a modern and populous city can afford. Possessing of numerous museums and ancient ruins, Cairo is undoubtedly one of the world’s foremost havens for history buffs, with its remnant quarters of a medieval city and its more than 400 historic monuments. Popular attractions include the famous Egyptian Museum (home to over 100,000 antiquities), and the Pyramids of Giza (on the outskirts of the city).

Cairo has a thriving arts community and boasts numerous cultural institutions such as the Cairo Opera House and Symphony Orchestra and serves as a hub for Arabic cinema, contemporary local music and the performing arts. Cairo also possesses numerous bazaars and street markets, abundant international and local cuisine and numerous discos, restaurants and nightclubs.

Weather

TourEgypt.net: <http://www.touregypt.net/climate.htm>

Situated in the northern region of Egypt, Cairo experiences more moderate weather conditions than some of the southern desert regions. Still, it is frequently held that Cairo experiences only two seasons: about eight months of summer and four of winter. The summers tend to be hot and humid in Cairo and the city is known to swelter in August. Winters are mild with some rain and autumn and spring are brief. Between March and April, however, Cairo is occasionally subject to the khamseen, a dry and very dusty wind storm which blows in from the Western Desert. Below is a chart with the range of average temperatures in Cairo year round.

Cairo	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
°F												
Average	47/66	48/69	52/75	56/83	63/90	68/95	71/96	71/95	68/89	64/86	54/75	51/69
Min/Max												

Exchange Rates

The currency in Egypt is the Egyptian Pound (£E) which is made up of 100 piastres. Currency notes are in denominations of 1, 5, 10, 20, 50, and 100 Egyptian pounds. Coins are available in 5, 10, 20, 25, and 50 piastres.

According to the [Central Bank of Egypt](#), as of March 22, 2005, 1 U.S. dollar exchanged for 5.78 Egyptian pound and 1 Euro exchanged for 7.63 Egyptian pounds. The Egyptian currency is called Genaeh in Arabic. The exchange rate fluctuates, however; visitors should get updated information by visiting the Central Bank's website or by using the [currency converter](#).

[Worldtravel.Com](#) advises that visitors take travelers checks in US Dollars, Pounds or Euros to avoid additional exchange rate charges. Banks are usually closed on Friday and Saturday, but private exchange bureaux, called Forex, are open daily. Cairo branches of the Egyptian British Bank and Banque Misr now have ATMs available that accept Visa, Mastercard and Cirrus. Banks are unwilling to accept US \$100 notes issued before 1992.

Costs of Living

It is possible to live comfortably on an Egyptian salary, and more so for those who are paid in foreign currencies. For deciphering the complexities of living, working, and enjoying life in one of the world's most exciting and dauntingly complex mega-cities, get a copy of *Cairo: The Practical Guide 2004*, by Claire E. Francy (The American Univ. in Cairo Press, \$15.95). *Lonely Planet Egypt*, available at [Amazon.com](#), also offers detailed maps and living guides on Egypt.

Job/Internship Search

Job Boards: General Job Search

Transitions Abroad (an excellent article for foreigners seeking work in Cairo):
http://www.transitionsabroad.com/publications/magazine/0503/work_in_egypt.shtml

American Chamber of Commerce in Egypt- Recruitment Center
<http://www.amcham.org.eg/HR/Recruitment/Recruitment.asp>

Egypt Jobs
<http://www.egypt.jobs.com>

Career Mideast
<http://www.careermideast.com/>

IDEALIST: Search for non-profit organizations and jobs in Egypt.
www.idealists.org

International Monster: Select going to Middle East, and then sort results by keyword, Cairo.
(Mostly IT and Engineering jobs) <http://workabroad.monster.com/>

Job Boards: Schools

Cairo American College www.cacegypt.org

British International School Cairo www.bisc.edu.eg

American International School www.esolonline.com

New Cairo British International School www.ncbis.org

Maadi British International School www.mbisegypt.com

The Center for Adult and Continuing Education of the American University in Cairo
CACEstudent.aucegypt.edu

Berlitz School of Languages www.berlitz.com

Amideast www.amideast.org

The British Council, (includes administrative positions) <http://www.britishcouncil.org/egypt>

Job Boards: NGOs

Ford Foundation www.fordfound.org/employment

USAID www.usaid.gov/careers

AmidEast www.amideast.org/employment/staff

UN High Commission for Refugees www.unhcr.org

Refugee Legal Aid www.aucegypt.edu/academic/fmrs/affiliation/affiliationopp.html

Binational Fulbright Commission www.fulbright-egypt.org

American Research Center www.arce.org (posts fellowships)

Internship Boards

Intern Abroad
<http://www.internabroad.com/listingsp3.cfm/listing/7410>

Students visiting from the U.S. often work for the local English language [newspapers](#).

UN High Commission for Refugees
www.unhcr.org

Refugee Legal Aid

www.aucegypt.edu/caademic/fmrs/affiliation/affiliationopp.html

Temp Agencies

Renard Staffing
www.renard-international.com

Employers by Industry

The American University in Cairo has an excellent list of employers:
http://caps.aucegypt.edu/employers/employers_hof.html
Egypt Jobs.com: <http://www.egypt.jobs.com/>

The Cairo Yellow Pages, listing many businesses in Cairo, is available online at
www.egyptyellowpages.com.eg.

[Kompas](#) enables you to do basic research on companies all over the world. You may not find tons of information on any given company, but it's a great tool for getting some of the basic info: names of companies in certain industries in a country or region, numbers of employees, addresses and executive teams. Once you have these bits of data, you may be able to find more by doing a search on [Google](#).

Egypt Business Directory Guide
<http://www.egyptembassy.us/>

American Companies

The American Chamber of Commerce in Egypt has a great list of companies:
http://www.amcham.org.eg/membership/membersdatabase/members_database.asp

CV and Resume Writing

Egyptian resumes or CVs contain personal information that American resumes do not. In addition to the American categories traditionally on a resume, Egyptian resumes include the categories of gender, date of birth, country of nationality, marital status, military status, driving status, and educational grades received. Below is a sample Egyptian CV.

SAMPLE EGYPTIAN CV

PERSONAL INFORMATION

Name: Yaro Mohamed Atiz
Gender: Female
Date of Birth: 7 - July - 1982
Country of Nationality: Egypt
Address: 37 el Etehad St. from road 12 Maadi
Country: Egypt
City: Cairo
District: Maadi
Tel: 023599637
Mobile: 0102556597
E-mail: yatiz@mail.com
Marital Status: Single
Military Status: Not applicable
Car owner: Yes

EDUCATION

University: Cairo University
Faculty: Commerce And Business Administration
Major: Accounting/ English
Degree: BSC
Year: 2005
Grade: Pass

SKILLS

Languages: English, Excellent
French, Excellent
Arabic, Excellent
Computer Skills: Windows 98 XP, MS Office

WORK EXPERIENCE

Total years of experience: 0-1 (new graduate)
Job Title: Customer Service Representative
Employer: Cable Network Egypt (CNE)
From: January - 2004
To: Current
Job Description: Handling customers' calls. Solving their problems (credit card problems, technical problems). Dealing with complaints.
Recruiting new customers for cable channels.
Working Hours: 60 hrs a week.

Job Title: French and English Teacher
Employer: Children First School
From: June - 2002
To: July - 2002
Job Description: Teaching French and English.
Working Hours: 8am till 4pm 6 days a week.

Industry Overview

Cairo is known for its manufacturing industries and the production of cotton textiles and processed agricultural products that include fruits, vegetables, sugarcane and tobacco. Large-scale industrialization took place mid-century, and Cairo's factories now produce iron and steel, chemicals, plastics, and consumer goods. Traditional industries remain, however, and merchants thrive by selling handcrafted art and local goods.

Cairo is also the central Egyptian center for modern business and finance. It contains most of Egypt's important banks, shipping companies, and airlines. In addition, about a third of all recreation industries, cafés, restaurants, and hotels in the country are concentrated in Cairo. There are few jobs for foreigners outside of Cairo. Jobs fall into two categories, those paid in local currency, the Genah or Egyptian pound, and those paid in foreign currencies.

The Egyptian job seeker will need to focus his or her efforts on networking, as the job market primarily operates through word of mouth. Classified ads are non-existent, and the website listings for Cairo are few. The exchange of business cards (one side in English, one side in Arabic) is a common social custom. Job seekers should plan to become involved in the local community through churches, volunteer efforts, community groups, and cultural organizations to learn about job opportunities. The Community Services Association (www.livinginegypt.org) offers classes and other opportunities to meet people. A listing of churches, clubs, and cultural organizations can be found in the back of the print edition of Egypt Today, available at Cairo newsstands.

Teaching is also a viable career option in Cairo. Since most adult students want to know enough English to understand business and acquire computer skills, Americans who want to teach in Egypt will do better if they are specialized in one of these two fields rather than in general language skills. Cairo American College is a private K-12 school totally American in its system and therefore in the qualifications of its teachers. It caters to the children of diplomats and of other expatriates living in Egypt for a limited time. The tuition is extremely high, and teachers are generally paid on an American salary scale.

The Center for Adult and Continuing Education (CACE) of the American University in Cairo hires a limited number of teachers to teach English as a second language. Interviews are granted to five applicants a month. Only teachers with much experience or an internationally recognized certificate in teaching English to adults are hired. More information about the CACE can be found at their web site CACEstudent.aucegypt.edu or at www.aucegypt.edu.

The internationally famous [Berlitz School of Languages](#) usually hires full-timers, trains them in their methodology, and pays well. [Amideast](#) promotes intercultural understanding between the U.S. and countries of the Middle East. It hires only very qualified teachers. [The British Council](#) favors British English speakers and insists on British certification. The International Language Institute (ILI) offers an instructor training course but no guarantee of a job upon completion of the course.

Numerous nursery schools around Cairo look for native speakers to work with preschool children. A love of children is more important than certification. Maadi Messenger, published by volunteers and available at English-speaking churches and in districts with expatriate communities, such as Maadi, Zamalek, and Heliopolis, is a useful guide to jobs such as babysitting and tutoring of American children. The Middle East Times also occasionally lists jobs.

Student Visas and Work Permits

Visitors normally require both a passport and visa for travel to Egypt. A 30-day visa for tourist purposes only may be obtained for US \$15. The requirements change and visitors should contact the Egyptian consulates before traveling to Egypt. AIDS tests are required for study and work permits. You can get a visa application yourself from any Egyptian consulate. Do not wait until the last minute to apply. Allow several weeks if you are getting the visa by mail. You can also apply for the visa in person, if convenient, and may be able to get it the next day (North American and European applicants). Some offices may issue

the visa while you wait. On the other hand, for citizens of some countries such as Iran and Syria, visa processing usually takes about eight weeks. For specific requirements, consult the Embassy of the Arab Republic of Egypt, 3521 International Court, NW, Washington, DC 20008 (202/895-5400) or the nearest Consulate General: CA (415/346-9700), IL (312/828-9162), NY (212/759-7120), or TX (713/961-4915).

When a foreigner is employed in Egypt, the employer files for a work permit for him or her through the Ministry of Manpower, then the person is granted a work visa (residency) enabling him or her to work legally in Egypt. For more information contact:

Ministry of Manpower and Emigration
96 Ahmed Orabi St. - Mohandeseen
Embaba - Cairo - Arab Republic of Egypt

E-mail for more information	egyptiansabroad@mome.gov.eg
Fax	(202) 3035332
Minister	(202) 3036431
Sector Manager	(202) 3463496
Operator	(202) 3034438 - 3036436 - 3036437

Housing/Education

Some helpful articles:

Escape Artist.com: http://www.escapeartist.com/efam18/Living_In_Cairo.html

Tour Egypt.net: <http://www.touregypt.net/featurestories/flat.htm>

The most famous universities in Cairo include Al Azhar University, an Islamic university known for being one of the oldest functioning centers of higher education in the world, and the American University in Cairo (AUC), which houses a number of study abroad programs and opportunities for students. AUC also has a New York City office to assist American students with the transition into their Cairo programs. For a list of 23 universities in Cairo, with their URL's, e-mail contacts, telephone numbers, fax numbers, and street addresses: <http://www.idsc.gov.eg/English/sources/UniverDic.asp>

Insider Tips

Students who have spent semesters in Cairo speak highly of the hospitality of the people in Cairo and its many accessible attractions. There's always something exciting to do in Cairo and students reported feeling safe and welcomed while enjoying the attractions that Cairo had to offer, both during the day and night. One student summed up his experience by writing:

"I loved Cairo and miss it very much; it definitely has a place in my heart now. Life there is extremely cheap. 6 Egyptian pounds (LE) were the equivalent of \$1. The people were extremely hospitable and friendly, and many did not speak English which helped me practice my Arabic. Cairo is the heartbeat of the Arab world, with many Arabs calling it 'Umm ul-dunya' or 'mother of the world' so you really are absorbed in the contemporary politics of the Middle East. At the same time, Cairo is becoming more and more cosmopolitan and metropolitan, as all walks of life go there, and most countries from throughout the world have their embassies there. You can find almost any type of restaurant: Thai, Indian, Japanese, Mexican, etc. What was also great was that it was very easy to travel outside of Cairo, throughout Egypt, despite the country's enormous size. I often went to Alexandria which is along the Mediterranean, I went to the Sinai and climbed Mount Moses, spent New Year's in Sharm el-Sheikh along the Red Sea, camped out in the White desert and Black desert and the Sina oasis, and took a cruise down the Nile to Southern Egypt seeing the ancient sites in Luxor and Aswan."

The [Info Hub](#) website provides information on operating hours for major post offices in the country. Be sure to take your passport along with you when collecting parcels. Letters sent through normal delivery

take up to 2 weeks to reach Europe and up to 3 weeks to reach the U.S. But express mail can be delivered as quickly as two days. For express mail, letters less than 100 gram in weight cost 43 to 55 Egyptian pounds. It's quicker to buy stamps from hotel shops or cigarette kiosks, which charge about 5 percent above normal rates (£E1.25 for a postcard/letter to anywhere in the world). Parcels can only be sent abroad from the Ramses Square post office, where unsealed packages must be inspected by customs before weighing and sealing. The overseas rate is about £E4 a kilo. Anyone receiving parcels in Egypt should expect additional import duty (for example, £E40 on a pair of contact lenses).

The international access code for calling or faxing Cairo from outside Egypt is 202; The area code for Cairo for direct dialing from another part of the country is 02.

Attractions

InfoHub:

<http://www.infohub.com/Destinations/Africa-&-Middle-East/Egypt/Cairo/65750.htm>

Lonely Planet:

<http://www.lonelyplanet.com/destinations/africa/cairo/attractions.htm>

- Pyramid Complexes- Giza, Saqqara (Stepped), Meidum (Collapsed)
- Khan el-Khalili Bazaar : <http://www.touregypt.net/khan.htm>
- Al Azhar Mosque and Garden
- Museum of Egyptian Antiquities
- Coptic Egypt
- Solar Boat Museum
- Wissa Wassif (Pottery Place)
- Hard Rock Café
- Nile Cruises
- Bazaars
- Coffee Houses
- Horse and Camel Rides into the Desert
- Whirling Dervishes

Transportation

There are three main ways of get around Cairo: taxis, buses, or the metro train system. The buses in Cairo are known for their unreliability and uncomfortable passenger provisions. Travelers to Cairo report that the buses do not always stop at all stops, and that if someone hopes to catch one, he or she may have to run and jump onto a moving bus. These buses are usually overcrowded, and passengers run the risk of being pick-pocketed in the tight conditions on the bus. The metro is similarly crowded during rush hour times, as people head to and from work, but they are more reliable in adhering to routes and schedules. The preferred means of transportation around Cairo appears to be taxis. They are easy to catch, safe and relatively inexpensive (a ten minute ride can cost as little as 1 LE). It is also easy to get to other cities in Egypt, despite its size.

For more information on what visitors should know about getting around Cairo, view the following article:
<http://www.touregypt.net/magazine/mag04012001/magf3.htm>

Inter-City Bus Schedule: <http://touregypt.net/busses.htm>

Inter-City Train Schedules: <http://touregypt.net/trains.htm>

InfoHub Transportation Orientation and Links:

<http://www.infohub.com/Destinations/Africa-&-Middle-East/Egypt/Cairo/60745.htm>

Publications

Newspapers

Al-Ahram Weekly
<http://weekly.ahram.org.eg/>

Business Today – Egypt
<http://www.businesstodayegypt.com/>

Egypt Today
<http://www.egypttoday.com/>

Cairo Magazine
<http://www.cairomagazine.com/>

Egypt Daily News
<http://www.egyptdailynews.com/>

Egypt Guide
<http://www.egyptguide.net/>

Middle East Times
<http://www.metimes.com/>

Safety

Students who have traveled to Cairo report feeling safe at all times (day and night) during their stay. They do, however, note that travelers should guard against pick pocketing and should be aware of how to deal with taxi drivers who might try to rip them off. For detailed safety information about travel in Egypt, consult the US government's consular sheet on Egypt:
http://travel.state.gov/travel/cis_pa_tw/cis/cis_1108.html

Health Advisories: Travelers can check the latest health information with the U.S. Centers for Disease Control and Prevention in Atlanta, Georgia. A hotline at 877-FYI-TRIP (877-394-8747) and a web site at <http://www.cdc.gov/travel/index.htm> give the most recent health advisories, immunization recommendations or requirements, and advice on food and drinking water safety for regions and countries.

Register w/U.S. Authorities: U.S. citizens who are long-term visitors or traveling in dangerous areas are encouraged to [register](https://travelregistration.state.gov) their travel via the State Department's travel registration web site at <https://travelregistration.state.gov> or at the Consular section of the U.S. embassy upon arrival in a country by filling out a short form and sending in a copy of their passports. This may help family members contact you in case of an emergency.

For the latest travel information to Egypt, including security, visitors should check the [U.S. Department of State](#) website. The website also contains travel and security information on North Africa and the Middle East, for American citizens planning to visit other countries while in Egypt. [Public announcement](#) from the Warden at the U.S. Embassy provides updated security information for U.S. citizens living in Egypt.

Emergency Numbers: U.S. Citizens may call the Embassy's American Citizen Services Unit at 02-797-2301 during business hours, Sunday to Thursday from 8:00 a.m. until 4:30 p.m. For emergencies after business hours and on weekends, they can contact the Embassy Duty Officer via the Embassy switchboard at 02-797-3300. The embassy is located at 5 Latin America Street, Garden City, Cairo.

Mailing Address:
American Embassy, Cairo
8 Kamal El Din Salah St.,
Garden City, Cairo, Egypt.
Tel. [20] [2] 797-3300
Fax. [20] [2] 797-3200

Best Websites

InfoHub: <http://www.infohub.com/Destinations/Africa-&-Middle-East/Egypt/Cairo/65750.htm>

Lonely Planet: <http://www.lonelyplanet.com/destinations/africa/cairo/attractions.htm>

Transitions Abroad: <http://www.transitionsabroad.com/index.shtml>

Dublin

City Overview

Brief History

(http://www.irelandnet.com/culture_dublin_history.html)

Settled by the Vikings in the ninth century, Dublin grew to be the second largest commercial center in England during the 18th century. From the Battle of the Boyne (1690), Protestants (making up 17% of the population) ruled the country over the Catholics (70%) and Presbyterians (13%). In the 18th century, all classes in Ireland felt suppressed by the British. Motivated by ideas from the American Revolution (1776) and the French Revolution (1789), the Irish led a multi-denominational, but unsuccessful rebellion in 1798.

With the Act of Union in 1800, Ireland's government moved from Dublin Castle to London. There was an immediate push for Home Rule, which gained and lost popularity in waves throughout the 19th century. Some famous names from this period include Daniel O'Connell, who united Catholics in a push for more rights, and Charles Stewart Parnell, who organized a movement for Home Rule in the 1880s. The 19th century also saw some of the most tragic years of Irish history- the Famine (1845-50). The worst effects were felt in the west, but the entire country was affected by the 1 million deaths and 1.5 million emigrants, who usually went to the US, Britain, or Australia. Today, there are more people living in the United States that claim to be of Irish descent than there are people in Ireland.

At the beginning of the 20th century, support was organized again for Home Rule, but the Protestants concentrated around Belfast were strongly opposed to the idea. In the 1916 Easter Rising, Patrick Pearse read a statement from the steps of the General Post Office in Dublin (G.P.O.) declaring Ireland's independence. A War of Independence followed, bringing Britain and Ireland to the negotiating table in 1920. It was decided that six of the nine counties in Ulster (including the city of Belfast) would remain part of the UK, which became Northern Ireland. Fighting in Northern Ireland between Catholics and Protestants is an important piece of the history of Ireland between 1960 and 1998. In 1988 the Good Friday Agreement was signed.

After the Anglo-Irish Treaty had been signed (1921), the south fell into Civil War over a phrase in the Treaty requiring an oath to the British crown. The Civil War ended in 1923, after Michael Collins, a great military leader in the War of Independence and the leader of the Pro-Treaty side, and many others had been killed.

In the 1930s, the Fianna Fáil administration instituted protectionist policies, forcing Ireland's industry to grow to a point where it could sustain the population. After declaring neutrality (in practice, it was pro-ally) in World War II, Ireland joined the United Nations in 1955. When Ireland joined the European Economic Community (EEC) in 1973, it reaped benefits from the Common Agricultural Policy, which dramatically increased income for farmers. Ireland joined the EEC as one of the poorest members and, as a result, received a large amount of aid to improve its infrastructure. Today, Ireland is the second wealthiest nation (GDP per inhabitant) and has recently been acclaimed by The Economist to be the best place to live in Europe.

Culture

Known for its fun-loving pub culture, Dublin has many places to spend an evening while enjoying the company of friends or while making new friends. Temple Bar, which is known for its high density of pubs

and cultural enclaves, is packed on Friday and Saturday nights. People in the city for more than a few nights will quickly find their way to (less expensive) pubs outside of Temple Bar.

Dublin makes it easy for visitors to get a quick, but thorough look at the history the city has to offer. Pub food and an Irish breakfast are as “Irish” as food gets, but the city has taken a liking to cuisines from other countries. Japanese noodle bars, Chinese restaurants, Italian pizzerias, and many others can be found around the city.

Weather

Ireland is known for its green rolling hills because it receives enough rain to keep the grass alive year-round. The summertime sees more rain than the winter. Because of the moderating effects of the surrounding bodies of water, temperatures rarely reach the extremes seen in some climates in the US. In the summertime, temperatures rarely reach beyond 70°F (approx. 20°C) and in the winter, daily highs and lows are just above and just below freezing. It only snows every two to three years. The following is a table with average temperature and rainfall year-round

Dublin	J	F	M	A	M	J	J	A	S	O	N	D
Average Temp °F	28	30	38	46	55	61	64	64	56	48	38	31
Average Temp. °C	-3	-2	3	8	13	16	18	18	14	9	3	-1
Rainfall in.	0.7	0.7	0.7	1.1	1.9	2.1	2.7	2.2	1.2	1.3	0.8	0.8
Rainfall mm.	18	18	18	27	48	54	68	55	31	33	20	21

Exchange Rates

As of September 2004, the exchange rate was approximately \$1.20/€1.00. By December 2004, the exchange rate was up to \$1.33/€1.00. Market analysts believe that the dollar will continue to depreciate over the next 3-6 months. For updated information, visit finance.yahoo.com and go to the ‘International’ section.

Cost of Living

Dublin is one of the most expensive cities in Europe and, especially now that Ireland is regarded as the second wealthiest country in the European Union, this trend will not subside.

Pint of Guinness- €3.80

Groceries for 1 week for 1 person- approx. €30

Costs of living will vary depending upon in what area of Dublin you decide to live and what your accommodations are like. Here are a few websites that offer general information on standard costs of living. Note: It was recommended to me that the cost for housing (renting a room, with or without a roommate) should fall somewhere in between 350 and 500 Euros. Be wary of any offers greater than 500 Euros.

(<http://www.ucd.ie/global/dublin/costofliving.html>) The University College Dublin website offers information on the costs of accommodations and essential items.

(http://www.hvb.ie/english_pages/cost_Dublin.htm) Further information on cost of living.

Job/Internship Search

Job Boards

www.monster.com

www.nixers.com

Premier
Accounting and Finance Recruitment
Tel: +353 (0)1 4321555
dublin@premier.ie
www.premier.ie

Parker Bridge
Banking and Finance Recruitment
12 Redmond's Hill, Dublin 2
Tel: +353 1 479 4000
info@parkerbridge.ie
www.parkerbridge.ie

Internship Boards

Internships are becoming increasingly popular in Ireland. Although some of these internships may not be listed on-line, companies that offer internships in the US frequently also offer internships in Ireland. Check companies' websites or visit the Career Services offices at Trinity or UCD (services are for students, only) for information.

Temporary Agencies

Brightwater Recruitment Specialists
36 Merrion Square, Dublin 2
+353 (0)1 6621000
recruit@brightwater.ie
www.brightwater.ie

la crème
15 Lower Pembroke Street, Dublin 2
+353 (0)1 4321555
dublinwest@lacreme.ie

Kelly Services
21-22 Grafton Street, Dublin 2
+353 (0)1 679111
graftonstbranch@kellyservices.ie

Griffin Personnel
11 Ely Place, Dublin 2
+353 (0)1 6762719

HRM Recruitment Group
47 Fitzwilliam Sq West, Dublin 2
+353 (0) 6321800

Hudson Global Resources
10 Lower Mount Street, Dublin 2
+353 (0)1 6765000
dublin@hudson.com
www.hudson.com

CV & Resume writing information for Ireland

These are almost the same as in United States. However, Irish resumes are allowed to be two pages long.

Overview of industries

The big industries in Ireland are similar to those in the US on a smaller scale- technology (especially software), banking and finance, pharmaceuticals, accounting and consulting.

Employers by Industry

(<http://www.fas.ie/>) This is a link to the FAS website; FAS is Ireland's national training and employment authority. Although the website states that FAS is available to all members of the EU, the website was recommended to me (for use by American students seeking to intern or work abroad) by a man at one of their training facilities.

By clicking on the JobsIreland link, students can sign up to the database and search for available jobs.

By clicking on the Services to Jobseekers link, students can view a more detailed description of the various services that FAS has to offer.

Links to other websites that may help:

Educational	www.educationalposts.com
Construction	www.construction-jobs.ie
Software/Electronics	www.softwareireland.com
Accountancy	www.accountantsjobs.com
	www.accountancysolutions.ie
Financial Services/ Insurance	www.ifsc.ie
Hotel and Catering	www.hoteljobs.ie
Medical	www.medical-posts.com
Nursing	www.nursingboard.ie
Healthcare Positions	www.careersinhealth.ie
Top Jobs in Ireland	www.topjobs.ie
Adworld	www.adworld.ie
Irishjobs	www.irishjobs.ie
Recruit Ireland	www.recruitireland.com
Irish Golden Pages	www.goldenpages.ie
Students	www.3rd-level.com

American Companies Operating

(<http://www.idaireland.com/home/index.aspx?id=38>) This website provides a complete list of all American companies currently operating in Ireland. If this link does not work, further information is available from the United States Embassy in Dublin Ireland website (<http://dublin.usembassy.gov/ireland/employment.html>)

Student Visas & Work Permits

Organizations that provide work visas

Information about visas in Ireland can be obtained from the US Embassy. The process involves finding and securing an employer before arriving in the country. The employer will be responsible for supporting the visa application. They will have to answer questions concerning why someone from the US must be hired from abroad instead of locally and whether the company knows of any reason that the applicant should not be allowed to stay in the country for a long period of time. The employee will need two permits, one from the Department of Labor and one from the Department of Justice.

For students studying in Ireland temporarily, a passport that is validated through the duration of your stay and a PPP number, which can be obtained more easily than a visa, will permit you to work in the country until your departure date. Passports are not valid for much longer than three months, although some exceptions will be made for people staying just longer than this amount of time.

Consulate information

United States- Irish Embassy
345 Park Avenue
New York, NY 10154
(800)223-6470
www.tourismireland.com

Organizations that Provide Work Visas

(<http://www.irelandemb.org/visa.html>) the Embassy of Ireland website contains information on who qualifies for a visa or work permit and how to obtain that visa or permit.

(<http://www.usit.ie/>) Irish student website

Irish Consulate Info

Consulate General of Ireland
535 Boylston Street
Boston, Massachusetts 02116
Tel: (617) 267 9330

Housing

Links and Publications

www.daft.ie allows you to customize your housing search according to various preferences including length of stay, location and type of accommodation (single room, double room, etc.).

The Evening Herald, a popular publication that hits newspaper stands in the early afternoon, offers a lengthy list of possible accommodations

Universities

University College Dublin, Dublin 4, Ireland
Tel: +353-1-7167777
www.ucd.ie main website
<http://www.ucd.ie/accommodation.htm> offers more detailed information on housing availability and how to acquire information about off-campus housing from the school

Trinity College, Dublin 2, Ireland
Tel: +353 1 608 1000
<http://www.tcd.ie/> main website
<http://www.tcd.ie/Secretary/Communications/Noticeboard/> click the “accommodations” icon to view postings

Dublin City University, Dublin 9, Ireland
Tel: +353 (0) 1 700 5000
<http://www.dcu.ie/> main website

<http://www.dcu.ie/accommodation/index.shtml> provides details about on and off-campus housing

Insider Tips

Lifestyle

Dublin is a great city to spend a few months or a few years. In the short term, it is easy to feel at home because of the striking similarities to Boston and the laid back and friendly demeanor of the people. In the long term, if the Irish accent is acquired, becoming an insider is easy. However, be forewarned that most salespeople will be harsh toward people with American accents, as many are people who have climbed off of a tour bus to spend 1.5 days in the city. Once you return to a pub several times, people will be much more welcoming.

Ireland tends to be much slower-paced and laid-back than the east coast of the United States. Dublin is slightly faster-paced than the rest of the country, but still does not compare to New York or Boston. Work usually does not start until 9am and to make sure that people get there on time, pubs are required to close around 11:30 on weeknights. Some pubs have obtained extended licenses in the past several years, but partying does not last as late as it does in New York. On the weekends, pubs close at 2:30 or 4:30.

Conveniences (or lack thereof) and Shopping

Ireland is not full of the convenience of big-box stores. There is no Bed, Bath & Beyond, Target, Wal-Mart, or Lowe. Just recently Ikea, a big-box cheap furniture store, obtained an exception to open a location in the Dublin suburbs. It has been said that no other exceptions will be made because big-box stores pose such a threat to Irish competition. When setting up a flat, check out the department stores (Penny's, Dunnes, or Argos) to find decorating necessities. Dublin is an expensive city. It is best for the mind and heart to forget about converting prices back into US dollars. Shop around a bit, visit several different grocery stores (Tesco and Shop-Rite are recommended over Dunnes) and make an effort to buy the inexpensive brands. Don't expect to find products priced as low as those in the US.

Transportation

Dublin is also a great jumping point for visiting the rest of Europe. Many inexpensive European airlines use Dublin airport as a major hub. Check the airlines' websites to find cheap fares to destinations across Europe. Some of the airlines flying from Dublin include Aer Lingus, RyanAir, German Wings, Easy Jet and Smart Wings. There are plenty of travel agents in town that can provide additional assistance.

The major highways only extend for a short distance outside of Dublin. The infrastructure does not require as many roads and the attitude does not require those roads to be direct routes. In a country of 4 million people, they do not need the infrastructure found on the east or west coasts of the US.

Buy weekly or monthly bus passes

Recommended areas to live within Dublin are Dublin 2, 4 and 6

Elephant and Castle (located in Temple Bar) has excellent American food, mostly burgers and Buffalo wings

Oliver St. John Gogarty's, a pub located in Temple Bar, is one of many pubs to feature nightly live Irish music

Café En Seine, located on Dawson St., off of St. Stephen's Green and parallel to Grafton St. has great coffee and a unique ambience

Dunnes Stores, a department store located on Henry Street and within the St. Stephen's Green shopping center, has extremely low priced clothing and accessories

The universal expression "Cheers" means anything from hello to goodbye to thank you.

Attractions/Transportation

Brief Overview

The main attractions in Dublin are the historic areas, parks (St. Stephen's Green), shopping areas (Grafton Street, O'Connell Street, Henry Street), and pubs. The Guinness Factory will not disappoint, especially for fans of Guinness. The Book of Kells at Trinity College is another big attraction. Kilmainham Gaol is a sobering, but historically educational visit. The National Museum, National Gallery and Natural History Museum are free to the public. Also worth noting are St. Patrick's Cathedral, Christ Church Cathedral, Dublin Castle, General Post Office, Powerscourt, Hapenny Bridge, Phoenix Park, and the Abbey Theatre. Pick up a guide book (DK Eyewitness Ireland and Lonely Planet are good sources) and get some walking shoes and spend time getting to know the city. Dublin is smaller than Boston and with a free tourist map, it is easy to navigate.

Tourist Information

The Tourist Information center on the corner of Suffolk Street and St. Andrew Street in Dublin 2 is a worthwhile stop. Tickets for transportation and events can be purchased, hotels and hostels can be booked, questions can be answered and souvenirs can be purchased in one stop.

Recommended tours: Viking Tour, Ghost Tour, Literary Pub Crawl

Links to Entertainment

(www.doras.ie) Doras is "the world's largest and most comprehensive directory of Irish and Irish related websites." It is a useful tool when looking for upcoming events or finding further information on famous attractions.

(<http://www.ireland.ie/>) Official tourist board website.

Links to Transport

(<http://www.buseireann.ie/site/home/>) Contains bus information for Dublin and all of Ireland. Buses are the main mode of transportation within Dublin.

(<http://www.irishrail.ie/dart/home/>) Information on the Dart, a railway system.

Publications

Newspapers and Websites

The Irish Times (www.irish-times.com): Jobs supplement on Friday
Independent newspapers (www.independent.ie): Jobs supplement Thursday and Sunday.
Sunday Business Post (www.sbpst.ie)
Irish Examiner (www.examiner.ie)
State radio and TV (www.rte.ie)

Safety

Emergency Contact Numbers

Note: Dublin phone numbers begin with 01; when dialing from abroad, replace the 0 with the country code (353).

The universal emergency numbers, 999 or 112, will put you in touch with several emergency services including the Fire Department, Garda (police), Ambulance, Irish Marine Emergency Service and Mountain and Cave Rescue.

American Embassy Info

U.S. Embassy, Dublin Ireland
42 Elgin Road
Ballsbridge
Dublin 4
Telephone: +353 1 668-8777
Fax: +353 1 668-9946
(http://dublin.usembassy.gov/ireland/acs_unit.html)

Hong Kong

City Overview

Brief History

Human activity in Hong Kong dates back over five millennia. The Han Chinese first settled the territory in the seventh century, A.D., and the first major migration from northern China to Hong Kong occurred during the Sung Dynasty (960-1279). In 1699, the British East India Company made the first successful sea venture to China, which caused Hong Kong's trade with British merchants to rapidly develop. After the British defeated the Chinese in the First Opium War (1839-42), Hong Kong was ceded to Britain in 1842 under the Treaty of Nanking. The 1860 Convention of Beijing granted Britain a perpetual lease on the Kowloon Peninsula and formally ended hostilities in the Second Opium War (1856-58). Due to its concern that Hong Kong could not be defended unless the surrounding areas were also under British control, the United Kingdom executed a 99-year lease of the New Territories in 1898, significantly expanding the size of the Hong Kong colony.

At the turn of the century, Hong Kong served as a warehousing and distribution center for U.K. trade with southern China. In 1949, after the end of World War II, the Communist takeover of mainland China caused hundreds of thousands of people to flee from China to Hong Kong. Hong Kong became an economic success and a center for manufacturing, commercial, finance, and tourism. The city's high life expectancy, literacy rate, per capita income, and other socioeconomic measures attest to Hong Kong's achievements over the last five decades.

Orientation



Hong Kong's four main areas include Kowloon, Hong Kong Island, the New Territories and the Outlying Islands. These main areas are centered around Victoria Harbor. Kowloon and the New Territories are on a peninsula of the Chinese mainland, which juts out into the northern side of Victoria Harbor. In Kowloon, Tsim Sha Tsui (on the southern tip), Jordan, and Yau Ma Tei are busy hotel and shopping areas, while Mong Kok is a bustling residential and shopping area.

Hong Kong Island, which hosts the city's main business district (called Central), is located on the southern side of the harbor facing Kowloon. Also, on Hong Kong Island is the Admiralty commercial district, a restaurant and club district called Wan Chai, and Causeway Bay, a major shopping area. Hong Kong's premier scenic

outlook and residential district, the Peak, towers above the other districts on Hong Kong Island and hosts plenty of green space. The Outlying Islands simply refer to any of the other 234 islands. The New Territories have a 20km (12mi) land border with China proper.

Culture

Hong Kong's culture combines influences from the East and from the West, from the old and from the new. The two official languages in Hong Kong are the Cantonese dialect of Chinese and English. Even amid the bustle and technology of a modern city, which has one of the highest population densities in the world, evidence of traditional Chinese culture can be found. Many people still adhere to their traditional beliefs and religions making the city's over 600 temples, shrines, and monasteries important cultural landmarks.

where people go to pray, burn incense, and consult fortunetellers. Additionally, traditional Chinese culture can be seen in the colorful and energetic Chinese operas performed on outdoor stages in Temple Street Market and the lion and dragon dances performed during the Chinese New Year and other festive occasions. Tea drinking has also become a modern art and discipline, which derives its significance from traditional Chinese culture.

Weather

Hong Kong has a subtropical climate with hot, humid summers that can reach temperatures of 95°F (35°C) and humidity close to 100%. From May through September heavy rains and typhoons with strong winds are likely and can cause ferries to stop operating. Hong Kong's weather is at its best from October through November with clear, sunny days and temperatures in the 60s F (20s C). December through February is the coldest time of year. The most popular times of year for tourism are during March through April and October through November. Many hotels offer substantial discounts outside of these times. Additionally, travel can be difficult during Chinese New Year in late January/early February. Following is a table of average temperature and rainfall year-round:

Month	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.
Average Temp. F	63	64	70	73	81	82	82	84	82	79	72	64
Average Temp. C	17	18	21	23	27	28	28	29	28	26	22	18
Average Rainfall mm	48	11	57	133	162	1084	656	319	563	11	4	45

Exchange rates

Hong Kong's currency is the Hong Kong Dollar, and the current exchange rate is HKD [7.7995](#) per USD. For the most up-to-date information about exchange rates, go to the "International" section of www.finance.yahoo.com

Typically, banks offer the best exchange rates, although the three largest banks, HSBC, Standard Chartered, and the Hang Seng Bank, do charge an HKD50.00 commission on transactions for non-account holders. Often, the exchange rate will improve on exchanges of several hundred US dollars or more.

Cost of Living

The cost of living in Hong Kong is high. Hong Kong ranks number 5 in the 2004 study of the "World's costliest cities." Vehicles and healthcare are very costly as well as property due to the shortage of land. Entertainment can be quite expensive as well, but public transportation is usually a real bargain.

Here is an assortment of items, and what they might cost:

One-litre bottle of mineral water: HK\$4

Financial Times newspaper: HK\$20

City-centre bus ticket: HK\$5.60

Three-course meal with wine/beer: HK\$150-200

Visit this website to see a comprehensive list of Hong Kong costs

<http://www.geoexpat.com/about-hong-kong/information/cost-of-living-hong-kong-style/>

Job/Internship Search

Job boards

The most effective way to find a job in Hong Kong is by using online resources, local newspaper classifieds, and trade magazines.

Several websites will aid in a Hong Kong job search:

www.hkjobs.cpm
www.catererglobal.com
http://www.alloexpat.com/hong_kong_expats_forum/viewforum.php?f=70
<http://www.jobaccess.com/>
<http://www.myjob.com.hk/>
<http://teach-in-hongkong.com/>
<http://jobs.asiabot.com/hongkong/>
www.jobsdb.com
www.careertimes.com.hk
www.classifiedpost.com

Internships

The following companies offer Internships in Hong Kong:

AFS Intercultural Programs (<http://www.afs.org/AFSI/>)
AIESEC (<http://www.aiesec.org/>)
CitiGroup (<http://www.citigroup.com/citigroup/oncampus/gcib/index.htm>)
Deloitte Touche Tohmatsu (www.deloitte.com/)
Duke University Talent Identification Program (<http://www.tip.duke.edu/>)
IMG-International Management Group (www.imgworld.com/)
Procter & Gamble (www.pg.com/jobs)
Turner Broadcasting System (http://www.turner.com/careers/internships_international.html)
United States and Foreign Commercial Service
(http://www.export.gov/comm_svc/employment/employment_main.html)

Temp agencies

ADECCO Personnel Limited
1203, 12/F., Century Square
1-13 D'Aguilar Street, Central, Hong Kong
Tel : (852) 2521-0594
Fax : (852) 2845-2045

Cassie Personnel
Room 1410 Nam Fung Tower,
173 Des Voeux Road, Central, Hong Kong
Tel : (852) 2877-3383
Fax : (852) 2877-0196

Lindy Williams Ltd.
Unit 2211, 22/F, Bank of America Tower,
12 Harcourt Road, Admiralty, Hong Kong
Tel : (852) 2845-6777
Fax : (852) 2845-0689

Team Spirit
Room 608, Capital Centre
5-19 Jardine's Bazaar, Causeway Bay, Hong Kong
Tel : (852) 2881-0873
Fax : (852) 2890-9165

Webster Personnel Agency
Room 2003, Causeway Bay Plaza, Phase 1
489 Hennessy Road, Causeway Bay, Hong Kong

Tel : (852) 2838-8818
Fax : (852) 2838-8699

Cover Letter and Resume

The major languages in Hong Kong are Cantonese, Mandarin Chinese and English. Most business people are multilingual. If you do not know Chinese your resume may be English. The contents are quite similar to resumes in European countries.

Personal information is listed at the top of the first page. Other personal details, such as age, marital status, etc., may not legally be requested, but are often included in the resume. List details of your education, in chronological order, with emphasis on your college and university studies. Add sections on extracurricular activities, special training, professional memberships, and honors or awards. Under "Experience," list the positions you have held, in chronological order, with an emphasis on responsibilities similar to those required in the job you are seeking. Cite your achievements with supporting data. Also list any special skills you may have, such as foreign language fluency and knowledge of computer languages and applications. Letters of reference do not have to be included, but are brought to the interview.

Overview of Industries in Hong Kong

According to the CIA Fact book, the major industries of Hong Kong are: textiles, clothing, tourism, banking, shipping, electronics, plastics, toys, watches, and clocks. For more detailed profiles of Major Hong Kong Service Industries, visit: <http://www.tdctrade.com/main/si/servicei.htm>

Hong Kong's success in recent years has been based on its ability to take advantage of China's low-cost labor. In Hong Kong's economy, textiles are most important; tourism is second. In electronics, Hong Kong is not known for any specific products, but some of its strengths are in electronic packaging designs.

Employers by Industry

Building & Maintenance

Unisilk Ltd

Computers & Software

Avery Dennison

New Way

Rainbow Technologies

GDC Technology Ltd

Macromedia

Design

[Ranktop Ltd](#)

[PPIA Interior Architecture](#)

Engineering

[Nehlsen HK Ltd.](#)

Financial & Insurance

American International Assurance Company (Bermuda) Limited

First Data International/Western Union International

Cinergy Financial Services

Health & Nutrition

[Fame Sky \(HK\) Ltd](#)

Hospitality

Hospitality Marketing Concepts
Flairview Travel
Hotel Dynamics Group

Human Resources

Compass Management Consulting Ltd
Carpe Diem
Worldwide Human Capital

Manufacturing

Sirius international hk ltd
Ranktop ltd
Global Treasure Industries Limited
Utex Style Ltd.
Inphone electronics Enterprise Co., Ltd.
Chun Shing electronic company limited
Ying Yeung Shoes Mfg. Co. Ltd.
InVision Technologies
Kena Motors Company Limited
TechStyle

Non profit & Government

Destiny 2013 Ltd.

Raw Materials

Plasticland

Telecommunications

NextExpert
Global Gateway Telecom Limited

American companies operating Hong Kong

There are 50,000 American citizens in Hong Kong. There are some 1,100 American companies operating in Hong Kong. According to some estimates, these employ around 10 percent of the Hong Kong workforce. Some of these companies include:

American Express (International Office based in Hong Kong)
Esprit
AIG—Insurance and Banking
ABC
Crawford and Country
American Airlines
Fuji Xerox (HK) Ltd
Hewitt Associates LLC
Honeywell Ltd
Lark Int'l Holdings Ltd
Leading Hotels of the World, The
Marriott International, Inc
Milliken & Co
Worldwide Flight Services

Student Visas & Work Permits

U.S. Citizens visiting the Hong Kong SAR for not more than three months are not required to obtain visas. They must have a U.S. passport valid for at least 3 months and evidence of adequate funds for their stay and onward transportation. Those wishing to stay more than three months must obtain visas from the Chinese Embassy or Consulate in whose district they live. Visitors are not permitted to study or work (whether paid or not).

Work Permit

If you wish to work in Hong Kong, whether such work is paid or unpaid, you must apply for an employment visa. To be eligible to work in Hong Kong one must satisfy the immigration Department that they possess (1) special skills, knowledge or experience which are of value to and not readily available in Hong Kong and (2) that the position in which they wish to work cannot be filled by a Hong Kong resident. Application for a work visa may be sent by mail directly to the Hong Kong Immigration Department, or may be made through the Chinese Embassy or Consulate in whose district the applicant lives prior to coming. All applicants for work or study visas must have a local sponsor. Processing time varies, but applicants in the U.S. should expect to wait six to eight weeks once the application is submitted.

Student Visa

If accepted by a local school, the prospective student would apply for the student visa through the Chinese Embassy or Consulate having jurisdiction over where he lives. Proof of acceptance by the school as well as adequate finances would have to be submitted along with the completed visa application forms. A local sponsor must also be nominated. Students are not permitted to work without the permission of HKID.

Link to the Hong Kong Immigration Department
<http://www.info.gov.hk/immd/>

Find a Chinese Embassy near you:
<http://www.china-embassy.org/eng/hzqz/t84229.htm>

Housing

Links

<http://www.moveandstay.com/hongkong/>
<http://hong-kong-service-apartment.biz-stay.com/home.cfm>

Universities

City University of Hong Kong
<http://www.cityu.edu.hk/cityu/index.html>

The Hong Kong Polytechnic University
<http://www.polyu.edu.hk/>

The Chinese University of Hong Kong
<http://www.cuhk.hk/v5/en/>

Hong Kong Baptist University
<http://www.hkbu.edu.hk/eng-ver/index.html>

Hong Kong University of Science and Technology
<http://www.ust.hk/en/index.html>

Lingnan Univeristy

<http://www.ln.edu.hk/>

The University of Hong Kong

<http://www.hku.hk>

Insider Tips

See Victoria's Peak during daylight and again when it is dark.

Travel on the Star Ferry in second class and get close to the water!

Try all kinds of food; it is delicious and generally not expensive.

Hong Kong is best enjoyed by just walking without a time table. Walk down narrow side streets and experience the smells and sounds. It's best to not be in a hurry.

Almost all public buildings have air conditioning while few have heating; dress accordingly.

Voltage in Hong Kong is 220v (50Hz) and outlets use 3 rectangular-pin type plugs.

Local calls are free except through phone booths which charge HK\$1 per 5 minutes.

Hong Kong is a very fashion conscious city, but you can still get away with wearing almost anything. Often times, colors have meaning. Black, white and blue are colors of mourning. Red and pink are happy colors.

Flip flops are generally not worn outside except around a swimming pool or beach.

Hong Kong people are extremely aware of public behavior. "Face" is very important, conflict and open aggression is to be avoided, and punctuality is a sign of respect.

Attractions/Transportation

Brief Overview of Attractions

As far as attractions go, some are ancient, such as Man Mo Temple on Ladder Street in Western District, Hong Kong's oldest - and one of its most important - places of worship. Others are relatively new, such as Wong Tai Sin in Kowloon. Some of Hong Kong's most modern attractions are, in fact, dedicated to ancient religions. The serene, mystical Big Buddha sitting on a plateau on Lantau Island, and at 8 feet high the world's largest bronze outdoor seated Buddha was only opened to the public in 1990. One of the most popular attractions is Victoria's Peak located high above Hong Kong Island on the 'back of the Dragon' and provided magnificent harbor and city views. The Peak also offers visitors a multitude of fantastic entertainment, dining and shopping options.

Colonial attractions include the Cenotaph & Statue Square where you can find City Hall (also a concert hall and theatre), the Former French Mission Building, the Fringe Club, the Government House and even Hong Kong Tramways. Sheung Wan & Western is Hong Kong's most typical traditional "Chinatown" area and is always teeming with activity. Vibrant Western is a hive of shophouses, exotic markets and steep "ladder" lanes. Important modern landmarks include Happy Valley & Sha Tin Racecourses, Bank of China Tower, Central Plaza, Cheung Kong Center, and Exchange Square.

Visit this link to search attractions by district:

<http://www.discoverhongkong.com/eng/touring/hkiidistricts/index.jhtml>

Entertainment Links

Hong Kong's Clubbing and Nightlife Guide

<http://www.hkclubbing.com/v4/>

See what other people think are the Hong Kong hotspots at night!

http://www.virtualtourist.com/travel/Asia/Hong_Kong/Nightlife-Hong_Kong-TG-C-1.html

Transportation Links

Public transportation is efficient enough that working and living in Hong Kong without a car is quite possible. Taxis are plentiful in Hong Kong and Kowloon, although there is an extra charge for the Cross Harbour Tunnel. An average fare around town will cost about 60 HKD

Information on Railways, Buses, Minibuses, Taxies, Ferries, Trams, and parking

http://www.info.gov.hk/td/eng/transport/transport_menu.html

http://www.12hk.com/hk_xprt.html

http://www.yourrooms.com/hongkong_hotels/transportation.htm

<http://www.hong-kong-travel.org/Transportation.asp>

Publications

Newspapers

Apple Daily http://www.atnext.com/new/index.cfm	general news	Chinese
Asia Times (Internet) http://www.atimes.com/	general news	English, Chinese
Hong Kong Voice of Democracy http://www.democracy.org.hk/EN/index.html	General news	English, Chinese
Christian Times http://www.christiantimes.org.hk/	Religion: Christian	Chinese
Hong Kong Commercial Daily http://www.hkcd.com.hk/	business news	Chinese
Ming Pao Daily News http://www.mingpaonews.com/	General news	Chinese
Sing Pao Daily News http://www.singpao.com/	general news	Chinese
Sing Tao www.singtao.com	general news	Chinese
South China Morning Post http://www.scmp.com/	general news	English
The Standard http://www.thestandard.com.hk/stdn/std/index.html	business news	English
The Sun / Oriental Daily News http://www.orisun.com	general news	Chinese
Tai Kung Pao http://www.takungpao.com.hk/	general news	Chinese
Wen Wei Po http://www.wenweipo.com/	general news	Chinese

Other Media

ATV http://www.hkatv.com/	TV	Chinese
RTHK (Radio Television Hong Kong) http://www.rthk.org.hk/	TV	Chinese, English
TVB http://www.tvb.com/	TV	Chinese
China News Service (CNS) http://www.cnsjp.net/	Agency	Chinese, English
Xinhua Financial Network http://www.xfn.com/en/main/index.html	Agency	English, Korean, Chinese
Construction & Contract News http://www.building.com.hk/ccn/ccnindex.html	Magazine	English
Time Out: Hong Kong (city guides) http://www.timeout.com/travel/hongkong	Magazine	English
RTHK Radio 3 & 4 http://www.rthk.org.hk/	Radio	English, Chinese

Safety

Consulate information

*U.S. Consulate General
Hong Kong and Macau
26 Garden Road, Hong Kong
Tel: (852) 2523-9011
Fax: (852) 2845-1598
<http://www.usconsulate.org.hk/>

Online Travel Registration: <https://travelregistration.state.gov/ibrs/>

Travel registration is a free service provided by the U.S. Government to U.S. citizens who are traveling to, or living in, a foreign country. Registration allows you to record information about your upcoming trip abroad that the Department of State can use to assist you in case of an emergency. Americans residing abroad can also get routine information from the nearest U.S. embassy or consulate.

Emergency contact numbers

Emergency (Ambulance, Fire, Police)	999
Hong Kong Convention & Exhibition Centre	2582 8888
Hong Kong Association of Travel Agents	2869 8624
Consumer Council	2929 2222
Hong Kong Trade Development Council	183 0668
Hong Kong International Airport	2181 0000
Immigration Department	2824 6111
Time & Temperature Enquiry	18501
Telephone Directory	English 1081

	Cantonese 1083 Mandarin 1088
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*Up-to-date information on security can also be obtained by calling 1-888-407-4747 toll free in the United States, or, for callers outside the United States and Canada, a regular toll line at 1-202-501-4444. These numbers are available from 8:00 a.m. to 8:00 p.m. Eastern Time, Monday through Friday (except U.S. federal holidays).

Istanbul

CITY OVERVIEW

History

Istanbul's history dates back to the first settlement possibly in the 13th Century BC, although was founded by Byzas the Megarian in the 7th Century BC, from when the city was named Byzantium. A small colony of Greeks inhabited the area until 3rd Century BC, and over the next 1000 years became a thriving trading and commercial center. While continuing life as a trading city during the Roman Empire, it was then conquered by Emperor Septimus Severus in 193 AD.

During the 4th century, Istanbul was selected by the Roman Empire to be the new capital, instead of Rome, by Constantine. It was a strategic choice: Built on seven surrounding hills – echoing that of Rome – the city would have control of the Bosphorus and easy access to the harbor of the Golden Horn. The city was re-organized within six years with the construction of many temples, official buildings, palaces, hamams and hippodrome.

In the year 330 the city was announced with great ceremony as the capital of the Roman Empire, and known as Constantinople in the late eras. It remained the capital of the eastern Roman Empire, or Byzantine, for a long period, due to the fall of the west Roman Empire in the 5th century. By the sixth century, the population exceeded half a million, and was considered a golden age under Emperor Justinian's reign.

The Byzantium Empire and Istanbul's latter history is full of palace and church intrigues, was overrun by the Arabs in the 7th and 8th centuries, the Bulgars in the 9th and 10th, but could not keep out the Crusaders who conquered in 1204. They destroyed and raided it for many more years - including churches, monasteries and monuments, which led to a decline in the population. The city passed reign to Byzantium again in 1261, did not regain its former richness, and was conquered by Turks in 1453 after a 53-day siege and the hands of control changed yet again.

It then became the capital city of Ottoman Empire, which saw a population increase with immigrants from other parts of the country, with religious freedom and social rights granted to Greeks, Armenians and Jews. Mehmet the Conqueror began to rebuild it, with a new palace and mosque and tried to inject new life into the economy.

The reign of Suleyman the Magnificent, around 1520, was considered the greatest of all the Ottoman leaders, and the military conquests paid for the most impressive Ottoman architecture, the work of Mimar Sinan. The city was also the center of the Islamic work, and domes and minarets from hundreds of mosques dotted the skyline.

But a century after the death of Suleyman, the Empire started to decline again. By the end of the 18th century the empire was in decline with more territory being lost to the West, and sultans becoming more interested in Western institutional models. There was a short-lived Ottoman parliament and constitution in 1876, and by the end of the World War I during which allied troops occupied the city, the once-great empire was in ruins.

This changed radically with the emergence of a prominent commander of the Turkish army, who entered the struggle for the Turkish nation. Mustafa Kemal Atatürk was considered a hero after the 4-year long War of Independence, after which he established the Republic of Turkey in 1932. Moving the capital to Ankara,

then a small provincial town in Anatolia, Istanbul was simply the commercial and cultural center, which it still remains today.

Culture

There are two Istanbuls. One is historic, an ancient city where Byzantine churches, Roman walls and Ottoman monuments constantly remind visitors that this was the capital of three great empires. Then there is modern Istanbul, a vibrant metropolis of 15 million where traffic is controlled chaos, five-star hotels offer sumptuous accommodations and ambitious restaurants compare with the best of New York or London. Istanbul today is the ultimate hybrid city, a conjunction of old and new, Asian and European, a place with options to fit the interests and budget of any traveler.

Ninety-nine percent of Turks are Muslim. Turkey is however a militantly secular country and life here is far removed from that under fundamentalist regimes. This is a key factor if you want to achieve any understanding of the way that politics and society work here. At times you'll forget that you're in an Islamic country and only be reminded next time you hear the call to prayer, broadcast through a dodgy PA system from the nearest mosque. The mix of cultural influences and traditions here is one of the things that draws tourists to the country.

Weather

Istanbul has very hot and dry summers, and wet, mild winters. Winter in Istanbul can be very cold with a dusting of snow. From June the mosquitoes can be a problem. Spring and autumn provide the best weather, as the climate is still hot, but not unbearable.

	Rainfall (in)	Max Temp(F)	Min Temp(F)
Jan	3.7	48	37
Feb	2.8	48	37
Mar	2.3	52	39
Apr	1.7	62	46
May	1.2	70	54
Jun	0.9	79	61
Jul	0.7	83	65
Aug	0.6	83	66
Sep	1.1	77	60
Oct	2.1	68	54
Nov	3.5	59	47
Dec	4	52	41

Exchange rates

With inflation finally lowering and a more stable market since 2003, a re-denomination of the Turkish Lira came into effect in January 2005. One unit of the New Turkish Lira (YTL) is equal to 1,000,000 Turkish Lira.

1 Turkish New Lire (YTL) = £0.39; US\$0.74; C\$0.91; A\$0.95; €0.57

Cost of living

As of July 2005, Istanbul ranked 22 on a list of the most expensive cities in the world.

Typical costs in Istanbul:

Visit to the Hagia Sophia (church/mosque): 15 YTL.

Ferry cruise along Bosphorus: 7 or 8 YTL round trip.

Lunch: less than 5 YTL for two people.
Dinner: 5-10 YTL/person
Metro train: 1.10 YTL per trip.

Interesting links

<http://www.istanbulcityguide.com/> - weather, fairs, maps, photo gallery, arts & entertainment, hotels, shopping, eating & drinking, information, history & sightseeing

References

http://www.turkeytravelplanner.com/TravelDetails/Money/yeni_lira.html
<http://www.kesit.com/istanbul/Istanbulhistory.htm>
<http://www.hitit.co.uk/CultTk.html>
<http://www.hitit.co.uk/ClimTk.html>
http://www.turkeytravelplanner.com/TravelDetails/Money/currency_names.html
<http://travel2.nytimes.com/mem/travel/article-page.html?res=9F0DEFD9133AF93AA35755C0A9649C8B63&n=Top%2fFeatures%2fTravel%2fDestinations%2fEurope%2fTurkey%2fIstanbul>
<http://www.google.com/search?hl=en&q=turkey+climate&btnG=Google+Search>
<http://www.cityguide.travel-guides.com/cities/ist/CostofLiving.asp>
<http://money.cnn.com/pf/features/popups/costofliving/popup05.html>
<http://www.turkeytravelplanner.com/phpBB2/viewtopic.php?t=1241&>

Job/Internship Search

Job Search Websites for Istanbul

iwork.iagora.com/jobs/Turkey/Istanbul/listing/
members.microsoft.com/careers/international/default.asp?lang=EN&loc=MEA
istanbul.craigslist.org/jjj/

Intern Search Websites for Istanbul

www.internabroad.com/Turkey.cfm

Temporary Agencies

ICEP, (International Cultural Exchanges Programs): Au pair in Turkey program for 3-12 months. Minimum salary is 200 Euros a month. Yüksel Cad. 9/10, Kizilay, Ankara, Turkey; 011-90-312-418 44 60; info@icep.org.tr

HospitalSoup.com: Can help you find nursing and medical employment in Istanbul if there are available positions.

CV/Resume Writing Info

A CV in Turkey is similar to a resume, but more thorough in listing past jobs held (therefore longer than a typical resume). In addition, date of birth, nationality and marital status are usually included as well.

Overview of Industries

The main industries throughout Turkey are textiles, cement, glass, food processing (flour milling), tobacco processing, autos, mining, steel, petroleum, construction, lumber, and paper. Industries concerned with

information technology and consumer goods are growing as well. Tourism is an additional source of income for Istanbul.

American Employers Operating in Turkey - by Industry

Accounting

Andersen Worldwide	www.arthurandersen.com
Deloitte Touche Tohmatsu International	www.deloitte.com
Ernst & Young LLP	www.eyi.com
KPMG International LLP	www.kpmg.com
PriceWaterhouseCoopers LLP	www.pwcglobal.com

Advertising/Public Relations

Bates Worldwide	www.batesww.com
BBDO	www.bbdo.com
Bozell Group	www.bozell.com
Leo Burnett	www.bcom3group.com
Euro RSCG Worldwide	www.euroscg.com
J. Walter Thompson Company	www.jwt.com
Ogilvy Public Relations Worldwide	www.ogilvypr.com
Young & Rubicam Inc.	www.yr.com

Airlines

Continental Airlines	www.continental.com
Delta Air Lines Inc.	www.delta-air.com
DHL Worldwide Express	www.dhl.com

Architects

Daniel Mann Johnson & Mendenhall	www.dmjm.com
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Communications

Associated Press Inc.	www.ap.com
Warner Bros International Television	www.wbitz.com

Computers

Cisco Systems	www.cisco.com
Computer Associates International	www.cai.com
Intel	www.intel.com/jobs/turkey/students/
J.D. Edwards & Company	www.jdedwards.com
Hewlett-Packard Company	www.hp.com
IBM Corporation	www.ibm.com
Microsoft Corporation	www.microsoft.com
Oracle Corporation	www.oracle.com
Sybase, Inc.	www.sybase.com

Consulting

Berlitz Cross-Cultural Training	www.berlitz.com
Drake Beam Morin Inc.	www.dbm.com
A.T. Kearney Inc.	www.atkearney.com
McKinsey & Company	www.mckinsey.com

Educational (Bi-Lingual, not necessarily American)

British International School Istanbul	www.bis.k12.tr
Eyuboglu Schools	www.eyuboglu.com
Irmak School	www.irmak.k12.tr
Istanbul International Community School	www.iics.k12.tr

International Training Institute
MEF International School
Robert College

www.intel.com/jobs/turkey/students/
www.mef.k12.tr
www.robcol.k12.tr

Executive Search/Management Consulting

Boyden Consulting Corporation
Drake Beam Morin Inc.
A.T. Kearney Inc.
Korn/Ferry International
Ray & Berndtson, Inc.

www.boyden.com
www.dbm.com
www.atkearney.com
www.kornferry.com
www.prb.com

Financial/Insurance

Bank of New York
CIGNA Companies
Citigroup, Inc.
Merrill Lynch & Company, Inc.
J.P. Morgan Chase & Co. Inc.
St. Paul Companies, Inc.

www.bankofny.com
www.cigna.com
www.citigroup.com
www.ml.com
www.jpmorganchase.com
www.stpaul.com

Hotels and Restaurants

Best Western
Hilton Hotels Corporation
Inter-Continental Hotels
Radisson Hotels International

www.bestwestern.com
www.hiltonhotels.com
www.interconti.com
www.radisson.com

Manufacturing

Coca-Cola Company
Corning Inc.
E.I. Dupont De Nemours & Co.
General Electric Company
Gillette Company
Honeywell International Inc.
Johnson & Johnson
K-Swiss Inc.
Levi Strauss & Company
Procter & Gamble Company
Xerox Corporation

www.coca-cola.com
www.corning.com
www.dupont.com
www.ge.com
www.gillette.com
www.honeywell.com
www.jnj.com
www.k-swiss.com
www.levistrauss.com
www.pg.com
www.xerox.com

Law

White & Case LLP

www.whitecase.com

Real Estate Services

C.B. Richard Ellis

www.cbrichardellis.com

References

www.britannica.com/eb/article?tocId=12385

www.expatexchange.com/rspgennet.cfm?rid=58&network=2686&networked=159

www.epsaweb.org/study_-_turkey.htm

www.menabusiness.com/page_e.asp?p=253

Schools Broad of Interest to Americans (2002) Porter Sargent Publishers, Inc., Boston

Directory of American Firms Operating in Foreign Countries (2001) Uniworld Business Publications, Inc., New York

Work, study and research visas are only available through Turkish Embassies and Consulates outside of the Republic of Turkey and must be obtained before you plan to arrive. Detailed qualifications, lists of

instructions and visa applications are available through the Republic of Turkey Embassy website at <http://www.turkey.org/consularservices/forms/>.

Consulate Information

Turkish Embassy
525 Massachusetts Avenue
N.W., Washington, D.C. 20008
Telephone: (202) 612-6700

Student Visas and Work Permits

Work, study and research visas are only available through Turkish Embassies and Consulates outside of the Republic of Turkey and must be obtained before you plan to arrive. Detailed qualifications, lists of instructions and visa applications are available through the Republic of Turkey Embassy website at <http://www.turkey.org/consularservices/forms/>.

Requirements for Turkish work permits: Companies seeking to employ U.S. citizens in Turkey must first obtain approval from the Turkish Ministry of Labor and Social Security to hire foreign citizen employees. Prospective Turkish employers may obtain application forms for work permits at: www.csgeb.gov.tr. Completed applications should be returned to the Ministry of Labor and Social Security at Inonu Boulevard No. 42, Eskisehir Yolu Uzeri, Emek, Ankara, tel. (0312) 212-9700-01-02 or (0312) 223-6737.

Upon approval from the Ministry of Labor and Social Security, a U.S. citizen employment candidate must next apply for a Turkish work visa. Work visa requirements, instructions, and application forms are available through the Embassy of the Republic of Turkey website at: <http://www.turkey.org/consularservices/forms/>.

Requirements for Turkish student visas: In comparison to employment visas, education visas for study or research in Turkey are comparably easier to obtain. Along with the application available through the Embassy of the Republic of Turkey website, a letter of acceptance from an accredited Turkish institution of education is all that is required.

In addition to a work or education visa, U.S. citizens planning to remain in Turkey for more than 90 days must also obtain a residency permit. Permits are available through the Foreigners Department of the Provincial Security Directorate General located at Migros Yani, Hipodrom, Konya Yolu, Ankara, tel. (0312) 303-5466 or 303-5470, or at local Security Directorate throughout Turkey. Applications are available on the Turkish Security Directorate's Turkish language website at <http://www.iem.gov.tr/yabancilar/index.asp>.

References

<http://www.turkeytravelplanner.com/TravelDetails>
<http://www.usemb-ankara.org.tr/CONSULAR/ACSVISAR.HTM>

HOUSING

Links for Housing in Istanbul

<http://istanbul.craigslist.org/hhh/>: Istanbul classifieds for housing.

<http://istanbul.biz-stay.com/home.cfm>: Istanbul accommodations. Discounted online reservations with no service fees.

<http://www.expatexchange.com/rntnet.cfm?networkid=110&class=ok>: features new job, real estate and moving sale listings.

http://www.moveandstay.com/apartments-for-rent.asp?city_id=162: Istanbul apartments for rent.

Universities that offer off-campus housing

Bogazici University: Off-campus rentals of private 2-3 bedroom apartments may be available. Please contact:

Ms. Gulercan Selamioglu

Housing Department

Bebek 34342

Istanbul, Turkey

Email: selamioglu@boun.edu.tr

Voice +90 (212) 359 7175

http://www.boun.edu.tr/index_eng.html

Yildiz Technical University (Yildiz Teknik Universitesi): University has apprenticeship facilities for students, both in country and abroad.

80750 Bestikas/Istanbul

Phone: +90 212 259 7070

<http://www.yildiz.edu.tr/english/index2.php>

Insider Tips

Although it's a city split between Europe and Asia, Istanbul seems to resemble much less a European flavor than it does a Middle-Eastern. Perhaps that is in part of the religious differences, but more so than not, it is the lifestyle taken by the citizens of Istanbul.

Tea is the national hot drink of Turkey - any place, any time, it is time to drink black tea. In Turkey, tea is not drunk from porcelain cups or mugs, but in glass cups. Although artificial, tourists love "elma cayi", an apple tea. If you want to try a typical Turkish drink, ask for ayran. The ayran is made of a mixture of water, yogurt and salt. Usually the ayran is drunk more in the summer because it is a cold drink.

In general, Turks care little about money, and they try to think about life in a way which allows them to get the most out of it while putting out as little effort as possible. Families are the pillars of Turkish society. Children look up to their parents with deference. Hospitality is a very honored tradition in Turkey.

Over the last decade, Istiklal Caddesi has developed into the center of nightlife, and the quality of bars and clubs in its side streets is constantly improving. For rooftop views, visit Nu Teras (Mesrutiyet Caddesi 145-147, Tepebasi, 0212 245 6070) for sunset over the Golden Horn, then head to Litera (Yenicarsi Caddesi 52, Galatasaray, 0212 292 8947, www.literacafe.com) for the sparkling lights of Asia and the Bosphorus.

Regarding haggling: you won't always knock the price down. Sometimes the "best price" offered at the outset is exactly that. But always try. If the shopkeeper accepts your offer, it's considered impolite not to buy. So don't start bargaining unless you mean it.

"Istanbul on the surface looks to be this incredibly modern city, that looks similar to our western cities, with lots of highways, excellent road signs, crowded streets, and tall buildings! We were staying in the Sultanahmet area, which is where the tourist area is... this area was very prettily done up, with a gorgeous colonnade, lots of tourist facilities (internet, travel agencies, ATMs, etc). Mosques around every corner...every other shop was trying to sell carpets/turkish delight/apple tea etc, and all the shop owners hung on the pavement and called out cute niceties like 'how can I help you spend your money?' However, take a walk into the back streets, and you get to see the real Istanbul. The city is incredibly crowded!! Imagine lots of really narrow, potholed streets, with worn pavements. Throw in several cars parked along the sides, on the pavement, in the middle of the road, etc. Now add lots of slow-moving cars, and hundreds of people walking amidst them, on the pavement, off the pavement. To make it really fun, now put shops

along the sides of the road, with overflowing wares on the pavement. As you walk past, the smell of different spices, rotting garbage, not-so-fresh meat, and exhaust fumes all add up to give you a unique Istanbul experience. It was quite chaotic but also fun (in a bizarre way) to try and get through this!! You have to basically push through people and walk in front of cars and expect them to stop.”

References

<http://www.travelblog.org/Middle-East/Turkey/Istanbul/blog-9466.html>
http://www.compuserve.co.uk/channels/travel/guides/report_istanbul.asp#c
<http://www.luzonet.com/magazine/mag12/istanbul.htm#article>
<http://www.worldturkey.com/lang/eng/dailylife.php>

Attractions/Transportation

Brief Overview of Attractions

Music: The high point on Istanbul's cultural calendar comes each June when the International Music Festival brings in musicians from around the world for three weeks. Festival tickets can be ordered by phone, (90-212) 334-0700, extension 34 or 36, or by fax, (90-212) 334-0705; the schedule is at www.istfest.org.

Tickets to the International Istanbul Jazz Festival: (90-212) 334-0739, fax (90-212) 334-0705; information is available at www.istfest.org.

Disciples of Mevlana Celaleddin Rumi, a Sufi mystic, perform a concert each summer Sunday at 5 p.m. Information: (90-212) 245-4141, fax (90-212) 213-1059, www.emav.org.

Sightseeing: Topkapi Palace was home to the Ottoman sultans for nearly four centuries, Call (90-212) 512-0480 for information on visiting. Nearby is the Hagia Sophia, built as a Byzantine church in the sixth century and now a museum at Ayasofya Meydani. Call (90-212) 522-1750 for visiting information. Across a park from Hagia Sophia at Sultanahmet Meydani is the Blue Mosque, an active place of worship that is always open free. A Bosphorus tour is delightful, especially in summer. The best -- and cheapest -- way to see the straits is by municipal ferries, which leave Bogaz Iskelesi dock in Eminonu at 10:35 a.m. or 1:35 p.m. daily for a 90-minute tour.

Shopping: The Grand Bazaar (or Covered Market) on Carsikapi Caddesi in the Beyazit district is a 450-year-old collection of about 4,000 shops winds through a vast network of covered streets and buildings. Open 9 a.m. to 7 p.m. daily except Sunday, the bazaar has everything from mass-produced carpets and fake designer shirts to fine jewelry and antiques.

Other: There is plenty of skiing in Turkey. The major resorts are Kartalkaya, Uludag and Erciye. Other sports that are becoming more widespread throughout turkey include paragliding, white water rafting, diving, and snorkeling. There are also ferry services (in the summer) to Greek islands such as Rhodes and Kos.

For more attractions, there is plenty of information at <http://travel2.nytimes.com/mem/travel/article-page.html?res=9F0DEFD9133AF93AA35755C0A9649C8B63&n=Top%2fFeatures%2fTravel%2fDestinations%2fEurope%2fTurkey%2fIstanbul>.

Transportation

Taxis, buses, trams, dolmus (shared taxis), and ferries (in Istanbul) provide public transport. Rail and air services connect major cities. The principal airports for international scheduled flights are in Istanbul and Ankara. Istanbul has a decent dirt-cheap public transport network, which you'll appreciate once you get the hang of pre-buying tickets and jumping on half-moving vehicles. The main bus station, the International Istanbul Bus Station (the *otogar*) is 6 miles west of Sultanahmet at Esenler. Both city and private buses run services in Istanbul. The suburban trains are a bit decrepit but reliable and inexpensive, running from

Sorkeci station. Istanbul's metro is under construction (as of summer 2005), though some lines are already in service; it's inexpensive with frequent service. And if it all gets too much, a mad taxi driver is always ready to race you to your destination. Istanbul has a large fleet of yellow taxis, but a cheaper way of getting around the streets is to hire a dolmus, a shared taxi or minibus. It's an easy matter to rent a car; it's navigating the thing through insane traffic that might prove to be difficult. But all public transport slows to a crawl around peak hours; this is the time to take your feet. Walking is the best way to see Istanbul – though the ferries rate a close second. Ferries and catamarans can take you along the Golden Horn or up the Bosphorus – an hour-long ferry ride is cheap and fun.

For more information on getting around Istanbul, visit
http://www.lonelyplanet.com/destinations/middle_east/istanbul/get.htm#around.

References

http://www.lonelyplanet.com/destinations/middle_east/istanbul/get.htm#around
http://www.kesit.com/istanbul/Istanbulenviroment_shoppingplaces.htm
<http://www.hitit.co.uk/ToDoInTk.html>
<http://travel2.nytimes.com/mem/travel/article-page.html?res=9F0DEFD9133AF93AA35755C0A9649C8B63&n=Top%2fFeatures%2fTravel%2fDestinations%2fEurope%2fTurkey%2fIstanbul>
<http://www.geocities.com/resats/culture.html#transport>

PUBLICATIONS

Some Turkish newspapers published in English, and their corresponding websites:

Turkish Daily News: <http://www.turkishdailynews.com.tr/> (English)

Dunya: <http://www.dunyagazetesi.com.tr//Default.asp?> (English and Turkish)

Zaman Gazetesi: <http://www.zaman.com.tr/> (English and Turkish)

<http://www.turkishpress.com/> (English; Web only)

Washington Post: <http://www.washingtonpost.com/wp-dyn/world/mideast/neareast/turkey/> (Foreign paper; English)

References

<http://www.abyznewslinks.com/turke.htm>
<http://www.dailyearth.com/IntnNews/turkey.html>

SAFETY

Emergency Contact Numbers

Istanbul phone numbers are structured like those in the U.S.: phone numbers consist of two sections, area code (3 digits) and the number itself (7 digits). There are only two area codes in Istanbul: 212 for the European side, and 216 for the Asian side.

Directory Assistance (Information): 118; U. S. Consulate: (212) 251-3602; Fire: 110; Police: 155; Ambulance: 112

Consulate Information

U.S. Consulate General, Istanbul
Consul General, David L. Arnett
Istinye Mahallesi, Kaplıcalar Mevkii No. 2
Istinye 34460 – Istanbul/TURKIYE
Phone: (90) 212-335-9000

References

http://www.istanbulinfolink.com/general_information/emergency_numbers.htm
http://www.icemtour.com/about_turkey.asp

LONDON

CITY OVERVIEW

Brief History

London is England's capital city and the largest city in Europe, rich in history and culture. London offers opportunities for enrichment in its many museums, galleries, and parks. London is located on the Thames River, and is very accessible, including five international airports. London prides itself on its ethnic blend, and relies on a constant influx of new businesses and new people to the region. London's economy has been growing at approximately 2% per year. There is always something new in London, inspiring the writer Samuel Johnson to say "When a man is tired of London, he is tired of life."

Culture

Greater London Area: 7.2 million
47% of its population is aged 16-44

Weather

Summer: 18° C (about 64° F)
Winter: 4° C (40° F)
Average annual rainfall is only 750 mm (30 in)

Exchange Rate

1.00 GBP United Kingdom Pounds = **1.89459 USD** United States Dollars
UK, though part of the European Union, does not currently accept Euros.
http://na.visitlondon.com/city_guide/essential_information/money/

Cost of Living

Average salary: £30,984 (40 % above national average, £22,411)

JOB/INTERNSHIP SEARCH

Job and Internship boards

<http://www.first-4-recruitment.co.uk/index2.shtml>
<http://www.jobsearch.co.uk/>
<http://www.londonofficejobs.co.uk/>
<http://www.jobs1.co.uk/>
<http://www.jobsabroad.com/England.cfm>
<http://jobs.guardian.co.uk/>
<http://www.jobsworld.co.uk/south-east.html>
<http://www.amber-jobs.co.uk/london-financial.htm>
<http://www.skillcity.org.uk>
<http://www.internabroad.com/EnglandLondon.cfm>
<http://www.internship-uk.com/>
<http://www.absukltd.com/search/jobs.asp?keywords=graduate+recruitment>
<http://www.planetedu.com/search/internships/London/United/Kingdom>

Temp Agencies

http://dir.yahoo.com/Regional/Countries/United_Kingdom/England/Counties_and_Regions/Greater_London/Business_and_Shopping/Business_to_Business/Corporate_Services/Human_Resources/Recruiting_and_Placement/
http://www.jobs1.co.uk/directory/recruitment_local_london3.html
<http://www.aifsabroad.com/InternAbroad/london.htm>
<http://www.recruitmentuk.net/ruk-jobs-list.php4?industry=Medical>
<http://www.londonofficejobs.co.uk/Agencies/Branch/>
<http://www.localrecruit.co.uk/london/latest-jobs/vacancies-8.htm>

CV & resume writing info for foreign countries

<http://www.pulsehr.com/Resources/Tips%20for%20U.S.%20and%20Canadian%20Citizens%20Preparing%20to%20Work%20Overseas.html>
<http://www.rileyguide.com/intlinfo.html>
http://www.jobweb.com/resources/library/Interviews_Resumes/Writing_Your_185_01_.htm
<http://www.jobera.com/job-search/international-job-search/international-job-searches.htm>

Overview of industries in England

Roughly three quarters of the London workforce are employed in the financial and business service sector. London is home to over 500 foreign banks, giving it a worldwide reputation as a principal financial centre. In addition to financial and business services, London is very well known for its emphasis on the sectors of arts and fashion, media, design, law and computing. Manufacturing and production jobs have been slightly waning as of late; however, this industry is still responsible for employing a significant percentage of London's workforce and continues to maintain strong productivity. Tourism is also of great importance to the city, with revenue generated from tourism averaging 7-10 billion pounds each year.

Employers by industry

Business Services

City of London Corporation <http://www.cityoflondon.gov.uk>
London Chamber of Commerce www.londonchamber.co.uk/
Creative Business Network <http://www.creative-london.com/main.asp>
London Development Agency <http://www.lda.gov.uk>
Regulator of UK telecommunications industry <http://www.ofcom.org.uk/>
Federation of Electronics Industries <http://www.fei.org.uk>
Royal Town Planning Institute <http://www.rtpi.org.uk/>
London First www.london-first.co.uk/

Financial Services

Directory of financial sites <http://www.find.co.uk>
London Stock Exchange: <http://www.londonstockexchange.com/en-gb/>
Bank of England <http://www.bankofengland.co.uk>

Biotechnology

Bio London <http://www.biolondon.org>
London Biotechnology Network <http://www.londonbiotechnology.co.uk>
London Medicine <http://www.londonmedicine.org.uk>
Genesis <http://www.londonbiotechnology.co.uk/genesis/genesis.htm>

Education

Teach First <http://www.teachfirst.org.uk>

London Learning and Skills Council <http://www.lsc.gov.uk>

London Higher <http://www.londonhigher.ac.uk>

American Community Schools <http://www.acs-england.co.uk/index.htm>

Accounting Firms

http://uk.dir.yahoo.com/Regional/Countries/United_Kingdom/Business_and_Economy/Business_to_Business/Financial_Services/Accounting/Firms/

<http://www.hrzone.co.uk/cgi-site/hrzaccountants.cgi?action=search&t=2>

<http://www.cannylink.com/financeaccountingfirms.htm>

Advertising, Marketing, PR

http://directory.google.com/Top/Regional/Europe/United_Kingdom/England/London/Business_and_Economy/Advertising_and_Marketing/

http://www.first4london.com/directory/Advertising_and_Marketing/Advertising_Agencies/

http://dir.yahoo.com/regional/countries/united_kingdom/england/counties_and_regions/greater_london/business_and_shopping/business_to_business/marketing_and_advertising/

Law Firms

http://www.hierosgamos.org/hg/db_lawfirms.asp?action=search&Country=England&get_all=true

American companies operating in England

<http://www.babinc.org/aboutbabi/index.html>

STUDEN VISAS & WORK PERMITS

Customs & Visas

http://na.visitlondon.com/travel/getting_here/customs_visas/

Consulate Information

<http://www.usembassy.org.uk/>

<http://usa.embassyhomepage.com/>

HOUSING

Housing Links

http://www.euracom.co.uk/apartment_rentals_students.htm

http://www.douglasandgordon.com/home_index.htm

Universities and Colleges

<http://www.england.thecountry.com/universities.htm>

<http://www.londoncolleges.com>

ATTRACTIONS/TRANSPORTATIONS

Brief Overview of Attractions and Entertainment

Children

<http://www.londonforkids.com>

Oxford Street Shopping

<http://www.oxfordstreet.co.uk>

Royal Parks

<http://www.royalparks.gov.uk>

Theatre Tickets

<http://www.londontheatrebookings.com>

Piccadilly Circus

http://www.travellondon.com/templates/attractions/gallery_piccadillicircus.html

London Eye

<http://www.ba-londoneye.com/>

Westminster Abbey

<http://www.westminster-abbey.org/>

Buckingham Palace

<http://www.royal.gov.uk/output/page555.asp>

Big Ben

<http://www.aboutbritain.com/BigBen.htm>

British Museum

<http://www.thebritishmuseum.ac.uk/>

Brick Lane

http://www.viewlondon.co.uk/home_feat_local_bricklane.asp

London Symphony Orchestra

www.lso.co.uk

The Philharmonia

www.philharmonia.co.uk/

The English National Opera

www.eno.org/

Restaurants

<http://london.diningguide.net/>

Sports

Football

Arsenal <http://www.arsenal.com/>

Brentford <http://www.brentfordfc.co.uk/>

Charlton Athletic <http://www.charlton-athletic.co.uk/>

Chelsea <http://www.chelseafc.com/>

Crystal Palace <http://www.cpfc.co.uk/>

Fullham <http://www.fulhamfc.com/>

Leyton Orient <http://www.leytonorient.com/>

Millwall <http://www.millwallfc.co.uk/>

Queens Park Rangers <http://www.qpr.co.uk/>

Tottenham Hotspurs <http://www.spurs.co.uk/>

Watford <http://www.watfordfc.co.uk/>

West Ham United <http://www.whufc.com/>

Cricket

Middlesex <http://www.lords.org/>
Surrey <http://www.surreycricket.com/>
Richmond <http://www.richmond.play-cricket.com/>
Southgate <http://www.thewalkerground.org.uk/>
Whitgift <http://www.whitgiftschool.net/>

Rugby

London Irish <http://www.london-irish.com/>
London Wasps <http://www.wasps.co.uk/>
NEC Harelquins <http://www.quins.co.uk/>
Saracens <http://www.saracens.com/>
London Broncos <http://www.londonbroncos.co.uk/>

American Football

London Blitz <http://www.londonblitz.com/>
London Mets <http://www.londonmets.org/>
London O's <http://www.londonos.org.uk/>

Basketball

Essex and Herts Leopards <http://www.ehleopards.co.uk/>
London Towers <http://www.london-towers.co.uk/>

Tennis

Wimbledon <http://www.wimbledon.org/>
Stella Artois Grass Court Championship <http://www.stellaartoistennis.com/>
Masters Tennis <http://www.themasterstennis.com/>

Transportation Links

Transport for London <http://www.londontransport.co.uk>
London Underground <http://www.thetube.com>
London City Airport <http://www.londoncityairport.com>
Docklands Light Railway <http://www.dlr.co.uk>
Car parking <http://www.ncp.co.uk>
Crossrail <http://www.crossrail.co.uk/consultation>

PUBLICATIONS

Newspapers and Magazines
http://na.visitlondon.com/city_guide/essential_information/newspapers_magazines/

SAFETY

Links to Emergency Contact Numbers

MI5 <http://www.mi5.gov.uk>
Home Office <http://www.homeoffice.gov.uk>
London Prepared <http://www.londonprepared.gov.uk>
Metropolitan Police Service <http://www.met.police.uk>
City of London Police Service <http://www.cityoflondon.police.uk>
The British Transport Police <http://www.btp.police.uk/>

Consulate Information

<http://www.usembassy.org.uk/>

<http://usa.embassyhomepage.com/>

USEFUL GENERAL INFORMATION

www.Visitlondon.com

www.first4london.com

www.viewlondon.co.uk/

www.aboutbritain.com

MADRID

City Overview

Brief History

The capital of Spain, located in the heart of the peninsula and right in the center of the Castilian plain 646 meters above sea level, has a population of over three million. A cosmopolitan city, a business center, headquarters for the Public Administration, Government, Spanish Parliament and the home of the Spanish Royal Family, Madrid also plays a major role in both the banking and industrial sectors. Most of its industry is located in the Southern fringe of the city, where important textile, food and metal working factories are clustered. Madrid is characterized by intense cultural and artistic activity and a very lively nightlife.

Culture

The grand metropolis of Madrid can trace its origins to the times of Arab Emir Mohamed I (852-886), who ordered the construction of a fortress on the left bank of the Manzanares river. Later it became the subject of a dispute between the Christians and Arabs until it was conquered by Alonso VI in the 11th century. At the end of the 17th century, a defensive wall was built for the protection of the new outlying areas, tracing the roads of Segovia, Toledo and Valencia. During the 18th century, under the reign of Carlos III, were designed the great arteries of the city, such as the Paseo del Prado and Paseo las Acacias.

Weather

Here we have the average temperatures in each month in Madrid

January: 9 °C

February: 11 °C

March: 15 °C

April: 19 °C

May: 22 °C

June: 27 °C

July: 31 °C

August: 32 °C

September: 25 °C

October: 18 °C

November: 13 °C

December: 9 °C

Bear in mind always that Madrid is basically a dry city, rain is rare, and high heat levels are often not as oppressive as one might think due to the low humidity, particularly at the beginning of the summer

Useful Weather Links

http://weather.noaa.gov/weather/ES_cc.html

<http://www.aboutmadrid.com/madrid/weather.asp>

The Seasons and Suitable Clothing

Winter (December to middle March)

Weather

Though cold, winter in Madrid is usually quite dry, and for those not looking for sun-tanning weather it can be a very refreshing time of the year to visit the city. It occasionally snows in the center, but it rarely accumulates. While there is certainly no shortage of activity in the city, there are far less tourists than at other times of the year, resulting in smaller crowds at museums and other tourist centers, off-season rates at hotels etc. It is worth keeping in mind that the temperatures at night can go well below zero so make sure you get a room with proper heating.

Suitable Clothing

You'll want warm clothes, including sweaters, as heating is not guaranteed in many places. Though rain is relatively infrequent it can by no means be ruled out. A water-resistant jacket and umbrella should suffice, and a pair of heavy shoes or lightweight boots that don't mind getting wet are advisable.

Spring (middle March through May)

Weather

Spring is one of the most pleasant times of the year to visit Madrid. The long days are generally warm and the nights cool. The nightlife goes up a notch, as the warmth seems to get the blood (and beer) flowing. Large numbers of young people take to the streets for the all-night 'marcha' and all the outdoor cafes open up. During Holy week ('Semana Santa', the week leading up to Easter) Madrid is usually fairly quiet as the Madrid masses head to the south for the processions and the year's first sun-tan. Rain is not uncommon at this time of the year, and days are often quite windy.

Suitable Clothing

You will have to allow for a range of temperature. It's very unlikely to get very cold, but it can get quite chilly at night, particularly if you go outside the center. At mid day the temperature can easily rise to short sleeve temperatures. Rain gear is recommended, as is a jacket to break the wind.

Summer (June through August)

Weather

Temperature-wise, Madrid's summer should really be divided into two sections; the pleasant summer and very-hot-summer. The former may or may not last all through June, and then begins again in mid to late August. This is a good time of the year to visit Madrid, especially to enjoy the long warm nights in June, when the street life is at its best. In July and through most of August, the city simply gets very hot, with temperature frequently touching into the 40's (over 100 Fahrenheit). The real problem with this time of the year in Madrid is that it doesn't cool down very much at night, making sleeping uncomfortable for those without air-conditioning. An important summer phenomenon is that in August the locals pour out of the city en-masse. Many people like it in Madrid this time of year, as the city has much less traffic (it's actually possible to find a parking spot!), the mood is quiet, many restaurants and shops are closed, but the ones that are open are likely to be much less busy than normal. If you like to have 'the city to yourself', then August may be the time for you to visit. If you're lucky, the cooler weather will return sooner rather than later. Rain is infrequent but there are the occasional summer storms.

Suitable Clothing

Short-sleeved shirts, shorts, sun glasses, hats to keep the sun off your head. Sandals are a very good idea, and Madrid is a good place to buy them. Sun cream if you are of fair complexion.

Autumn (September through November)

Weather

Like spring, autumn is an excellent time for a visit. The city's mood is quite different as everyone has recently returned to work or school after the August holidays, the temperature is very pleasant with people relieved that the intense July sun is behind them. There are also plenty of cultural activities going on. Late in autumn there is always the risk of some rain, but it's rarely so much that an umbrella can't cope.

Suitable Clothing

Like spring you have to bring clothes for a range of temperatures. Its unlikely to get so cold that a decent sweater can't cope though. Obviously the later in Autumn you go the cooler it gets.

Exchange Rate

Euro accepted; 1 USD = .77 EUR

Money amounts written with commas instead of periods (e.g. \$15.50 = 15,50)

7% Hotel/Restaurant Tax; 16% Tax rate (shopping)

Be sure to ask if a business does or does not accept Euros.

Change Express

Main Office

Gran Vía, 44

Tel. 91-531-0102

Mon.-Sun. 08:00-23:15

Cost of Living

Electricity: For two people bills are around 30 to 35 euros per month.

Telephone: Flat-fee of about 20 euros per month with the calls that you make on top of that.

Food: For two people bills are generally 300 Euros a month. An average restaurant bill is eight to fifteen Euros (much cheaper at lunch), with a glass of beer or wine one to two Euros.

Cinema: Around five to six Euros to see a movie.

Nursery: To look after a child it is about eighty Euros per month for 5hrs a day, but the price will vary depending on the qualifications of the caretaker.

Schooling: Public schools in Spain are often Catholic parochial schools supported by the state. Charges are nominal.

http://www.spain-info.com/Living_in_Spain/Cost%20of%20living.htm

JOB/INTERNSHIP SEARCH

Job boards

<http://www.spain.jobs.com/>

Nanny jobs: <http://www.greataupair.com/aupair-nanny-jobs/Spain-Madrid.htm>

Sales/Marketing: <http://jobs.escapeartist.com/J-63720/>

Internship boards

<http://www.bestprograms.org/>

<http://www.planetedu.com/search/internationaljobs/Madrid/Spain>

Teaching English in Spain

<http://www.transitionsabroad.com/listings/work/esl/spain.shtml>

CV & resume writing info for foreign countries

Resume Example: <http://www.bestprograms.org/pdf/CVSmples.pdf>

Overview of industries in Spain

<http://industries.spain.designerz.com/>

Employers by industry

<http://industries.spain.designerz.com/industries.php>

American companies operating in Spain

Boston Engineering: www.bostoningenieria.com

Intel: <http://www.intel.com/jobs/spain/sites/madrid.htm>

Shell Lubricantes: www.shell-lubricantes.com

Simmons & Simmons (law firm): We work closely with our international network of offices, bringing together a team of over 1,900 people including 1,000 legal staff worldwide. Our clients benefit from our in-depth knowledge and understanding of the Spanish market and access to our international network.

(<http://www.simmons-simmons.com/>)

STUDEN VISAS & WORK PERMITS

Consulate Information

The American Citizen Services (ACS) Unit is located at:

American Embassy

Calle Serrano 75

28006 Madrid

Telephone: (34) 91 587 2240

Fax: (34) 91 587 2243

Embassy during walk-in service hours from 8:00am. to 1:00pm. or call (91) 587-2240

Between 3:00pm. and 5:30pm.

HOUSING

Housing Links

IHousing: <http://www.iagora.com/ihousing/Spain/Madrid/>

Accommodations Abroad

http://www.transitionsabroad.com/listings/travel/home_exchanges/index.shtml

Universities

International Studies Abroad (ISA)/Complutense University of Madrid

Summer Program

<http://www.studiesabroad.com/programs/country/es/city/md/viewHousingInfo>

Cultural Experiences Abroad (CEA)

<http://www.gowithcea.com/pf@city=madrid/hi/highlights.html>

Canterbury English TEFL Course

<http://www.canterburytefl.com/>

IES (International Institute for Education of Students)

Madrid Summer Program

<http://www.iesabroad.org/madridSummer.do>

Suffolk University :

C/ Viña, 3

E-28003 Madrid, Spain

Tel (34)915335935

Fax (34)915345024

INSIDER TIPS

Tips written by student (s) who have studied/worked in that city:

United Kingdom Native lived in Madrid for 2 years with wife:

http://talesmag.com/rprweb/the_rprs/europe/realposts_madrid.shtml

<http://madrid.usembassy.gov/cons/acsemergencyassistance.html>

You can help yourself and your relatives by planning in advance (see emergency preparedness message):

1. Register with the Embassy
2. Ensure your passport is valid
3. Gather all vital documents into a secure location and make photocopies which you keep separately
4. Remain informed by watching the news, reading newspapers and referring to the State. Department Consular Information Sheets, Public Announcement, and Travel Warnings.
5. Leave your itinerary and contact information with family/friends at home.
6. Arrange for regular communications with family/friends through email or phone calls.

ATTRACTIONS/TRANSPORTATIONS

Brief Overview of Attractions

Comprehensive travel information site: <http://madrid-spain.travel-holiday-guide.co.uk/>

Seasonal Celebrations

January 5: Procession of the Three Magi

May 15: Fiesta de San Isidro

July and August: Veranos de la Villa “Summer in the Village”

August 6-15: Verbena de la Paloma

September: Concert houses/theatre performances

November: International Jazz-Festival and Fiestas de la Almudena

December: Christmas at Plaza Mayor

<http://www.red2000.com/spain/madrid/sight.html>

List of Top Attractions in Madrid

http://www.spain-info.com/Culture/culture_index.htm

Entertainment search engine

<http://www.spaindata.com/data/funfind.shtml>

Links for Transportation

Car Rental: http://www.alltravelspain.com/Spain/Car_Rental/

Airport information: 902-353-570

Sur (South) Bus Station: 914-684-200

RENFE (Railway) 902-240-202

Taxis: TELE-TAXI: 91-371-2131/3711

RADIO-TELE TAXI: 91-547-8200/8500

PUBLICATIONS

Newspapers

- ABC: <http://www.abc.es/>
- Cinco Dias: www.cincodias.com/
- El Mundo: <http://www.elmundo.es/>
- El Pais: <http://www.elpais.es/>
- El Telegrafo: <http://www.eltelegrafo.org/>
- Expansion: <http://expansion.recoletos.es/>
- La Gaceta de los Negocios: <http://www.negocios.com/gaceta/>
- La Razon: <http://www.larazon.es/>
- Madrid News: <http://www.madridnews.com/>
- Madrid Press: <http://www.madridpress.com/home/pStandar.jsp?static=1>
- Radio Madrid: <http://www.radiomadrid.com/>
- NewsTrove: <http://madrid.newstrove.com/>

SAFETY

Emergency Contact Numbers

<http://madrid.usembassy.gov/cons/acsemergencyassistance.html>

General Emergencies: 112

Ambulances:

1. SAMUR: 112
2. UVI-MOVIL: 061
3. AMBULANCES CRUZ ROJA: 91-522-2222
4. AMBULANCIAS SASU 91-355-1039

Police: 092

Fire: 112 or 080

Consulate Information

The American Citizen Services (ACS) Unit is located at:

American Embassy

Calle Serrano 75

28006 Madrid

Telephone (34) 91 587 2240

Fax: (34) 91 587 2243

Embassy during walk-in service hours from 8:00am. to 1:00pm. or call (91) 587-2240

Between 3:00pm. and 5:30pm.

Useful General Information

For more info, <http://madrid.usembassy.gov/cons/acsphysicians.html>

Consulate Emergency Number: (91) 587-2200

Bureau of Consular Affairs of the US Department of State for assistance at 888-407-4747 (US toll free number) or at 317-472-2328 (from overseas)

Police Report in English: 902-102-112 (8am-12pm)

To report a death of US citizen overseas: 91-587-2240 (91-587-2200 after hours)

PARIS

CITY OVERVIEW

Brief History

Over 2,000 years old, Paris is the largest city proper of continental Europe and the capital of France. The Gauls of Parisii tribe settled in Paris between 250 and 200 BC and founded a fishing village on an island in the Ile de la Cité river-- the center around which Paris developed. In 987, Hugh Capet, Count of Paris, became King of France, and under his successors, the Capetians, the city's position as the nation's capital became established. Today, Paris is a city of world importance and owes much of its prosperity to its favorable position on the Seine River, which has been a main commercial artery since the Roman period.

Culture

Known worldwide as the City of Light (la Ville Lumière), Paris has been a major destination for centuries. From its eighteenth-century architecture to haute couture, Paris is renowned for its beauty and can be described as a city of contradictions. With its wealth of restaurants and cafes, libraries, theatres, art galleries, movie theatres, concert halls and more than 100 museums, there is something for everyone. Parisians are proud of their heritage and language. A few words in French, even to start a conversation, can go a long way. Parisians are likely to revert to English, but appreciate your attempt.

Weather

The warmest month in Paris is July, with peak temperatures in the mid-seventies and an average temperature of 67. One of the coolest months is February with lows down in the mid 30's. The monthly precipitation does not vary widely and its average is about 2" a month. It is more usual to experience less rainfall during the winter in Paris than the spring and summer. With this in mind, it's a good idea to keep an umbrella handy. During the summer months, it can be cool. In addition to bringing summer clothing, you would be wise to pack some warmer clothes suitable for autumn.

Exchange Rate

France's currency is the Euro, and the average exchange rate is \$1.30 for one Euro. An excellent website to check the latest exchange rates is <http://www.x-rates.com>.

Cost of Living

Annual price increases in France are similar to those in major U.S. cities. While expenses vary according to individual lifestyle and resources, the following chart can be used as a guide for estimating a reasonable personal budget for the summer (May-August). Transportation to and from the home country and personal travel within Europe are excluded.

<http://www.parsons-paris.pair.com/Parsons/HTML/paris.htm>

Housing: 2,200 Euros

Meals: 1,300 Euros

Personal Expense: 700 Euros

Public Transportation: 150 Euros

Health Services/Insurance: 300 Euros

JOB/INTERNSHIP SEARCH

As with most cities, there are several resources to help an individual find a job or internship in Paris. Online websites, classified advertisements in newspapers and trade magazines, government and temporary agencies, and recruiting agencies are all effective methods. Yet, the best way to find a job in Paris or France is generally through personal contacts. French employers rely heavily on referrals and personal recommendations when considering applicants. For most jobs being familiar or conversant in French is required. For example, many of the online employment sites list their opportunities in French. Additionally, students interested in interning in Paris should have a sense of adventure, be open to doing things differently, be respectful of the culture, and have good working knowledge of the language. Below are some online job and internship boards that might prove useful.

Job and Internship boards

<http://www.gojobsite.fr>

Written in French, this site provides a database of over 48,000 private sector jobs in France.

<http://www.monster.fr>

The French version of Monster.com that allows applicants to submit online CVs and offers tips on preparing CVs and cover letters.

<http://www.cadresonline.com> - Cadres online is one of the country's largest online job resources, highlighting almost 90 types of jobs in technology, construction, health, marketing and sales, and finance and management.

<http://www.jobpilot.fr>

This website lists over 8,000 job openings in telecommunications, information technology, health services, law, arts, management, consulting, finance and communications to name a few.

<http://www.transitionsabroad.com/> - A comprehensive site with information for those wanting to work, study or travel abroad. The website lists programs offering opportunities as well as a classifieds section.

<http://www.cie.uci.edu/iop/internsh.html>

University of California, Irvine International Opportunities Program. Site outlines internship programs and web sites for Best Bets For Internships Abroad.

<http://www.goabroad.com/>

On this website you can search for study abroad, internships, language schools, volunteer opportunities, teaching, jobs abroad, and adventure trips. Also offers country specific travel guides and tools such as rail pass information.

<http://www.fusac.com/>

France USA Contacts is a magazine offering personal classified ads and advertisements to anyone interested in traveling, working, or living in France. Subscription required.

<http://www.faccnyc.org/intern.html>

French American Chamber of Commerce arranges internships in France.

<http://www.ifeparis.org/>

Offers semester-long academic internship programs to students and recent graduates of North American schools.

Temp Agencies

Similar to the United States, there are a large number of temporary agencies in France. It is important to note that French legislation regulates temporary professional assignments by requiring the agency and individual sign a contract of mutual agreement. Elements of the mutual contract can include duration of assignment, work hours, work location, job description, and rate of pay. VediorBis is one of the leading temporary work and staffing agencies in France with over 20 locations in Paris alone.

(<http://www.vediorbis.com>)

Below are some agencies that also operate in the United States.

<http://www.adecco.fr>

<http://www.kellyservices.fr>

<http://www.manpower.fr>

For students, the best bet for temporary work is usually serving as an au pair or working within the hospitality industry, but both options require strong French language skills.

CV & resume writing info for foreign countries

A job application in France should begin with a one page, handwritten cover letter. The cover letter should be short and focus on the position of interest; normally two paragraphs will suffice. Handwritten cover letters allow the employer to conduct a character analysis if necessary. A small, professional photograph of the applicant should be stapled to the top left hand corner of the cover letter.

The resume or CV itself should be short; a maximum length would be two pages. Entry-level candidates and interns should not submit two page resumes. These are reserved for individuals with eight years plus professional experience.

Generally, resumes begin with personal information: name, address, phone number (specify if the number is home or business), and email. Personal data such as age, marital status, and children are optional. Culturally however, the applicant's age and whether or not he or she has children are seen as important information in France. Employers perceive receiving this information as courteous and it should not be placed at the end of a CV or resume; instead place this information within the first or second paragraph. Further, mothers are encouraged to mention that young children will be cared for while they are at work.

This URL provides a comprehensive overview of the components of a French resume:

<http://french.about.com/library/writing/bl-cv.htm>.

Overview of industries in France

Paris is France's leading economic hub -- home to over 555,000 companies and a workforce of more than 5 million. Industries represented in Paris outside of fashion of course, are logistics, industrial services, automotive, health, communications, leisure, chemicals and pharmaceuticals, agricultural, science and technology, research, engineering, and financial institutions. Overall France is the leading exporter and second- ranked provider in the European Union of food/agriculture, with Paris being the most productive region; the third ranked world exporter of parachemicals and pharmaceuticals; the fourth world exporter of chemicals, rubber and plastics; and Paris is home to 70% of France's insurance companies and 96% of its banks.

Employers by Industry

Automotive

Peugeot

Construction and Engineering

Bouygues

SGE

Eiffage

GTM-Entrepose

Cosmetics/Fashion

Christian Dior Perfumes, Inc.
Estee Lauder
Herme

Finance and Insurance

BPN Paribas
AXA Insurance Company
Bank of America
Calyon

Food

Coca Cola
Nestlè
LU
Panzani

Leisure

Disneyland Paris
Accor

Logistics

FedEx
Roissey-Charles de Gaulle Airport

Transportation

SCNF

Utilities

Electricite de France
Lyonnaise de Eaux Dumez

Other

French-American Chamber of Commerce: organizations that represent joint business interests of the partner countries, chambers of commerce can offer valuable information about cultural exchange and internship experiences, as well as help identify organizations that may be prospective employers.

<http://www.faccnyc.org/>

Comprehensive list of employer delineated by industry:

<http://www.transnationale.org/pays/FRAs.htm>

American companies operating in France

Abbott Laboratories
Alcon Laboratories, Inc.
American Express International
Booz, Allen & Hamilton
Campbell Soup Company
Coca-Cola Company
Dow Chemical Company
Ecolab, Inc.
Estee Lauder
Ford Motor Co.
General Mills, Inc.

Hewlett-Packard
Johnson & Johnson
Nike
Pfizer, Inc.
Rohm & Hass Co.
Sony Corp. of America
Tyco International
Warner Brothers, Inc.
Waverly

STUDEN VISAS & WORK PERMITS

Customs & Visas

One of the first things you will want to do is to make sure you have an updated passport. If you don't, you can contact a local passport agency and be aware that processing a passport can take 6-8 weeks. Many countries will allow entrance to Americans for a maximum of three months. However, since you will be earning money during an internship or full-time job, a visa will likely be required. Note: You will need a valid passport to apply for a visa.

To obtain accurate visa information or work authorization paperwork, you can contact the company who made you the offer to see what is required as well as the French embassy or State Department. The following links will be useful for finding the information you will need:

U.S. Department of State
<http://travel.state.gov/>

Embassy of France in the United States
<http://www.info-france-usa.org/> -

The following site provides comprehensive information on obtaining work permits for France. Offers a discussion on French immigration, the types of permits, how to apply for a permit and how long it takes to process the permit.
<http://www.workpermit.com/france/france.htm> -

The following site offers information regarding qualifications, visa costs, how to apply, and important contacts
http://www.studyabroadtimes.com/xx/en/visa.asp?country_id=FR.

U.S. Embassy in France
<http://www.amb-usa.fr/contact/default.htm>

The French American Chamber of Commerce is another entity that provides visa assistance.
<http://www.faccnyc.org/>

It is important to note, at the present, the French government's concern about unemployment levels in France discourages further immigration, while stringent new rules regarding full-time employment make it difficult for foreigners to find a job. Conversely, employers are likely to hire foreigners, particular in the tourist industry working in hotels and restaurants.

Consulate Information

United States Consulate
2, rue Saint-Florentin, 75008 Paris
Tel. 01 43 12 22 22

<http://www.amb-usa.fr/consular/default.htm>

Housing

Housing Links

<http://www.paristay.com>

<http://www.nyhabitat.com>

<http://www.fusac.fr>

<http://www.expatriates.com>

<http://www.pap.fr>

<http://www.seloger.com>

Many students have mentioned Paris hotels are expensive and instead recommend staying in a hostel until you find a place. Also, you should keep accurate records of any contracts or paperwork you sign regarding your apartment lease and keep in contact with the rental agency. Finally, most landlords should work through a rental agency (primarily for legal and tax reasons) and if yours does not you should proceed with caution.

Universities

http://www.wle-france.com/paris/index_paris.html

<http://www.letsgo.com/PAR/12-AltsToTourism-12>

http://www.french-at-a-touch.com/Schools_and_Universities/french_universities.htm

Insider Tips

Based on students who have either worked or studied abroad, here are some relevant tips:

1. If you decided to search for housing after you arrive in Paris, you might consider staying in a hostel rather than a hotel. Many students commented on the high costs of hotels in France. The following is a link to information about hostels in Paris, France. It is best to search for housing in France at least 2 months prior to arriving.

<http://www.ajjparis.com/>

2. Research phone cards prior to arriving in France. You can often get good deals online. Telerabais is a French company, which according to one student, charges all international calls at the same rate as local calls. See <http://www.telerabais.com> for more details. Another recommended site is <http://www.espacesfr.com>.

3. Students recommend that you purchase monthly travel passes called “Carte d’Orange” which allows one unlimited access to the buses, metro, and RER trains in and around Paris.

4. Food options: The market is a good place to find quality foods while in Paris.

5. Ticket Restaurant is a voucher that allows you to eat reasonably at local restaurants and cafes.
<http://www.ticketrestaurant.fr/desavantagespourtouristes/lesreglesdor/lesreglesdor.asp>.

6. Make sure you arrive in Paris with some cash in your wallet. Check with your local bank to make sure your ATM card will work in Paris.

7. The voltage in France is 220, whereas voltage in the U.S. is 110. Buy an international converter/adaptor kit if you’re bringing electrical items from home.

8. If you are interning during the summer months, be sure to pack some clothes suitable for autumn weather; it can be chilly at night and during the day.
9. Time goes by quickly while you are abroad so make a list of things you want to see in Paris and make sure you do them.
10. What to wear? Paris tends to be more formal than cities in the U.S. You can't go wrong with black. For women, it's time to pull out the little black dress. For men, two pairs of black pants and a white shirt will take you everywhere. It is also recommended that you do not wear shorts.

Attractions/Transportation

"The last time I see Paris will be on the day I die. The city is inexhaustible, and so is its memory." – Elliot Harold Paul (1891-1958, U.S. Author)

Brief Overview of Attractions

From museums to parks, there is much to do in Paris and your only constraint might be time. What's available? - Museums, beautifully landscaped parks and squares, sidewalk cafes, art galleries, second-hand bookstores, shopping, patisseries, and theatres to name a few.

Recommended stops include the Louvre, Musee d'Orsay, Eiffel Tower, Notre Dame, Basilique du Sacre-Coeur, Arc de Triumphe, and Champs-Elysees. For more ideas check out these sites:

<http://www.letsgo.com/PAR/00-DiscoverParis-5>
<http://www.conciergerie.com/main.htm?O=SC>
http://www.paris-tourism.com/paris/us/patrimoine_loisirs/0/monuments.html
<http://www.vacations-paris.com/>
http://travel.yahoo.com/p-travelguide-2775665-paris_entertainment-i-rec-Y

Links for Transportation

Paris is served by two principal airports; Orly Airport, which is south of Paris, and Charles De Gaulle International Airport in nearby Roissy-en-France. Paris is densely covered by a metro system, the Metros, as well as by a large number of bus lines. This interconnects with a high-speed regional network, the RER, and also the train network: commuter lines and national train lines. For more transportation information visit:

<http://www.bonjourparis.com/pages/transport.php>

Publications

<http://www.thiscityparis.com/> : Online version covers everything from fashion to gastronomy.
http://www.french-at-a-touch.com/French/french_language_news.htm : Site lists the major French publications as well as those specific to Paris.

Safety

Emergency Contact Numbers

The State Department's travel website (<http://www.travel.state.gov>) is arguably the best resource for safety and consulate information. You also might want to review the Centers for Disease Control and Prevention website for any relevant advisories <http://www.cdc.gov/travel/>.

Finally, here is a link to specific emergency numbers in France:
http://www.intransit-international.com/directory/practical_emergency.html.

Emergency Numbers

Medical: 15
Police: 17
Fire: 18
Collect Calls to the U.S.: 00 00 11

Consulate Information

United States Consulate
2, rue Saint-Florentin, 75008 Paris
Tel. 01 43 12 22 22

Useful General Information

<http://www.ibiblio.org/wm/paris/hist/>

http://www.discoverfrance.net/France/Paris/Paris_history.shtml

<http://www.letsgo.com/PAR/00-DiscoverParis-5>

<http://www.luxurytravel.com/cityguides/paris/weather.shtml>

Thompson, Mary, GoingGlobal Country Career Guide, Going Global, Inc: Washington, D.C. 2003.
<http://www.princeton.edu/career>

American Business Operating in Europe, Abbott Heritage, Inc: Knoxville, TN. 1995.
<http://www.logistics-in-europe.com/pidf-gb/eco.html>

Rome

City Overview

Brief History

Ancient Rome, as archaeological discoveries testify, was founded on April 21, 753 BC. In 510 BC Rome became a republic, but the city suffered through many civil wars and an era of emperors took over with the murder of Julius Caesar on the Ides of March, 44 BC. During this era, the emperors were eager to outdo another, and through their competitiveness, they colored Rome with many of the famous buildings that still stand today, including the Colosseum by Vespasian, and the Domus Aurea by Nero.

During the 4th century, Rome became the center of the Christendom Empire. Many of the basilicas were built around this time. In 410 AD, when the Barbarian invasions began, vandals caused some damage to Rome's fine buildings, but it was Rome's own citizens who did most of the damage. The Western Roman Empire ended in 476 AD when the Germanic and Byzantine rulers took over. In the 8th century, Pope Stephen II backed claims made by Pepin the Short and the alliance that ensued became known as the Holy Roman Empire, which combined the power of the church and state. On Christmas Day, 800 AD, Charlemagne was crowned Holy Roman Emperor.

The popes remained in power from the 9th century to the 15th century with only a minor threat to power in the 14th century. However, Charles V's sack of Rome in 1527, the French Revolution, Napoleon's march across Europe and the Franco-Prussian War all combined to topple the power of the pope and in 1870, Rome became the capital of the newly united Italy.

In WWII, with dreams of imperial glory, formed an alliance with Germany, and the nightmare that followed transformed Rome into a republic once again. The 1970s and the 1980s were marked by violent transformations and the last few decades of the 20th century involved a mixture of economic success and wide-ranging corruption scandals. The public reacted by electing right-wing, billionaire media tycoon, Silvio Berlusconi as Prime Minister.

Exchange rate

Currency: Euros

Conversion as of October 27, 2004:

1 US Dollar = .784 Euros

<http://www.europages.net> under the "Our Tools and Services" link

ATMs are prevalent in all Italian cities and even the smaller towns.

Culture

In Italy life moves at a much slower pace compared to that of other European countries and the United States. If you were to ask what someone's goal in life was, you'd hear "to live a good life" before "to have success." The laws that are in place in the Italian government make it difficult for families to lose their homes, and for employers to fire employees. Italy also has a health plan that covers all citizens. Currently the population is dropping very rapidly, and corruption exists throughout the government. Most radio and TV broadcasts are on RAI, the Italian state radio and TV network. Italy, with its countryside villas, small towns and villages, is like a lost culture of a slower time.

Climate

Overall, the summer is warm in Italy, but it can get very hot in Rome. High temperatures in Rome begin in May and end in October. The average winter temperature for winter in Rome is 50 degrees Fahrenheit. Although it is relatively warm year round, the heat is manageable because it is much dryer than North America. The average temperature for July is 87 degrees and 86 degrees in August.

Job/Internship Search

The Escape Artist Job <http://www.escapeartist.com/italy/italy.html>

Euro Pages <http://www.europages.com/en>

Euro Graduate <http://www.eurograduate.com>

Over Seas Jobs <http://www.overseasjobs.com>

Student Visa and Work Permits

Passports are issued through Bureau of Consular Affairs: <http://travel.state.gov/>

U.S. citizens with a valid passport do not need a visa if they do not expect to live or work there more than 90 days. After the initial 90 days, if another 90 days are needed, there is a special permit for which that person must apply. Visit www.italyemb.org for more information.

U.S. Customs: <http://www.customs.ustreas.gov>

Immunizations: According to the World Health Organization, a country may require International Certificates of Vaccination against particular diseases. Health information may be provided by your local healthcare provider or by contacting the Centers for Disease Control and Prevention, or by telephone at 1-877-394-8747

Housing

Rome Apartments: <http://www.rome-apartments-rentals.com>

Housing Link: <http://www.rentvillas.com>

*or check the classifieds in the newspapers and publications listed below

Insider Tips

Networking is important in conducting a job search in Italy.

The exchange of business cards is common.

Italians are required to carry identification at all times and visitors are recommended to do so as well.

Local business hours can vary greatly. An exaggerated siesta (riposo) is often taken in Rome, Naples, and most cities of southern Italy.

Most shops are closed on Sunday. From mid July to mid August, many Italians take holiday at the beach or in the mountains.

There is no legal drinking age for buying or ordering alcohol. Children are exposed to drinking wine at an early age, and this is not considered anything out of the ordinary.

Attractions/Transportation

Museums

Capitoline Museums: <http://www.museicapitolini.org/en>

Borghese Gallery: <http://www.galleriaborghese.it/>

The National Museum of Pasta Foods: <http://www.museodellapasta.it>
Municipal Gallery of Modern and Contemporary Art: http://www.comune.roma.it/gal_com/
Vatican Museums: <http://www.vatican.va/museums>
Time Out Travel Guide: <http://www.timeout.com/rome>
Romexploer Travel Guide: <http://www.romexplorer.com>
Transportation: see Insider Tips

Publications

News

Wanted in Rome Newspaper: <http://www.wantedinrome.com>
La Repubblica: <http://www.repubblica.it/>
Avvenire: <http://www.avvenire.it/>
Il Messaggero: <http://ilmessaggero.caltanet.it/>

Radio

Music, News, Interviews, Live from Rome: <http://www.radiololgiata.net/>
Top 30, News, Interviews: <http://www.radiocittafutura.it>
Television: <http://www.teleroma56.tv/>

Santiago

City Overview

History

Santiago began as a fortified encampment, known by the name Santiago de la Nueva Extremadura, the furthest point of the Spanish empire. It was founded in 1541 by conquistador Pedro de Valdivia. By the late 16th century, Santiago was a settlement of just 200 houses, inhabited by 700 Spaniards, plus their thousands of Indian laborers and servants, and a growing population of mestizos. For over two centuries, Santiago remained the only city in Central Chile, and rural society consisted of large farms known as haciendas. On September 18, 1810, independence was declared in the Real Audiencia building, adjacent to Santiago's historic Plaza de Armas.

It was not until the late 18th century that Santiago slowly began to acquire some of the aesthetics of a city. Even so, Santiago still had barely 30,000 residents at the time of its independence from Spain. In just a few decades, however, the capital had more than 100,000 inhabitants. Railway and telegraph lines linked the city to Valparaíso, a lively commercial center with a population of 60,000. Independence also brought new wealth to Chile mainly from the nitrate fields of the north. In recent years, unprecedented economic growth has added numerous high rises and pristine residential neighborhoods to Santiago's backdrop of historic architecture.

At the height of the economic boom, the regime moved to legitimize and regularize its reforms and its permanent status. Its new "constitution of liberty" was approved in a controlled plebiscite in 1980, in which the government claimed to have received 67 percent of the vote. The constitution's approval marked the institutionalization of Pinochet's political system. In the eyes of the military, a dictatorship had now been transformed into an authoritarian regime. When the new charter took effect in 1981, the dictatorship was at the peak of its powers with political and economic success. The legacy of the Pinochet dictatorship was an economic program that introduced a corporate consumerism work ethic.

Culture

Western travelers are less noticeable than in neighboring Peru and Bolivia because of Chile's European heritage. The European education of many Chilean intellectuals influenced the country's art, music and architecture. As a result art galleries, museums and a thriving theater scene are a large part of Chilean culture. Nobel Prize-winning poets Gabriela Mistral and Pablo Neruda were products of Chile and, until the military coup of 1973; its cinema was among the most experimental in Latin America. Folk music was used as an important means of expression during the Pinochet era and was regularly performed overseas by exiles.

Religion is prevalent in Chile and over 90% of the inhabitants are Roman Catholic, but evangelical Protestantism is becoming popular. Impressive and omnipresent best describes the country's Catholic architecture, from high-flying colonial churches to roadside shrines, some of which are amazing manifestations of folk art. Chile's official language is Spanish, though many other native languages are still spoken. In the south there are perhaps half a million speakers of Mapuche and in the north, there are more than 20,000 speakers of Aymara.

Chile's cuisine reflects the country's topographical variety, and features seafood, beef, fresh fruit and vegetables. Chile's biggest standard meal is lomo a lo pobre - a giant slab of beef topped with two fried eggs and buried in chips. Curanto is one of the nation's finest dishes and consists of a hearty stew of fish, shellfish, chicken, pork, lamb, beef and potato. Chilean wines are the best in all of South America.

Weather

Santiago's climate is mild and Mediterranean with a wet season between May and August. This is also the coolest time of the year, but even then, the temperature rarely drops below freezing. Santiago is best in the spring (September through November) or during the fall (late February into April). Although the winters are mild, when it rains in Santiago it's snowing only an hour away in the Andes. The coast, however, west of Santiago offers numerous beaches. The climate is virtually identical to Northern California.

Currency

Currency is the Chilean peso (CH\$), which is equivalent to 100 centavos. The exchange rate is CH\$638.90 per US\$ (August 2004) or CH\$1000 = US\$1.58 (July 2004).

Cost of Living

The cost of living in Chile is one of the highest in Latin America so expect to pay prices similar to those in parts of America or Europe. Fortunately, those areas frequented by tourists tend to price things in US dollars (US\$) as well as pesos.

Job/Internship Search

Internship/Job Boards

Academic Careers Online

A searchable database with international careers in academia <http://www.academiccareers.com>

AIESEC

In 80 plus countries, AIESEC is a student-run international organization with chapters on many campuses, including in Chile, and offers business-related internships open to all majors. AIESEC members do however have preference.

<http://www.aiesec.org>

AIPT

The International Association for the Exchange of Students for Technical Experience (IAESTE) is a network of more than 70 countries that coordinates on-the-job training for students in technical fields such as engineering, computer science, mathematics, natural and physical sciences, architecture, and agricultural science.

IAESTE United States can provide work permit service for U.S. students who have identified their own internship overseas. This service allows U.S. students to overcome the largest stumbling block to working abroad—the visa!

<http://www.aipt.org/>

Amnesty International

They have an office located in Santiago that could provide internships in the non-profit sector.
Address: Huelen 188-A / 750-0617 Providencia / Santiago – Chile
Phone number: (56-2) 235-5945) <http://www.amnesty.org>

Contact Chile

Arranges interesting internships for high school graduates and college/university students, from 2 to 12 months in varied areas and all over Chile.

You can combine these stays with an intensive Spanish immersion course, and of course we also organize your stay at a Chilean home.

<http://www.contactchile.cl/en/internships-chile.php>

European Southern Observatory

European Organization for Astronomical Research in the Southern Hemisphere

Offer Job opportunities and internships in Chile

Phone: (+56 2) 463 3000 <http://www.eso.org/gen-fac/adm/pers/vacant/>

Hieros Gamos

A searchable database of law firms located all over the world including Chile

<http://www.hierosgamos.org>

Hospital Soup

A searchable database for health care and medical jobs in several countries including Chile

<http://www.hospitalsoup.com>

Intern Abroad

An international internships search engine with many links for paid, volunteer, academic, and non-academic internships in Chile <http://www.internabroad.com>

Internships International

Company that offers full-time internships for 2-3 months in several countries including Chile

Get to cooperate with company to design your own internship

www.internshipsinternational.org

Learning 4 Good

A searchable database of jobs internationally, including Chile posted in Spanish and English

<http://www.learn4good.com/jobs/language/english/list/country/chile/>

Southern Cone Internships

A website that posts internship opportunities in Chile and Argentina

If not at an advanced level of Spanish, students can take Spanish Immersion program that lasts from 2-14 weeks depending on experience.

Two week Internship Prep Course <http://www.sc-internships.com/ene2004/>

Study Abroad Links

A searchable database with study abroad opportunities and internship postings for several countries, including Chile <http://www.studyabroadlinks.com/>

Transitions Abroad

A searchable database for International Internships including ones in Chile

Gives several websites to find internships

- <http://www.transitionsabroad.com/listings/work/internships/worldwide.shtml>

U.S. Companies and Industries in Santiago

3Com Corporation

Develop/Manufacturer computer networking products and systems

Address: Huerfanos No 835 piso 21, Edif. Opera, Santiago, Chile

Phone: 56-2-633-9242 Fax: 56-2-633-8935 www.3com.com

Abbott Laboratories

Development/Manufacturer/ sale of diversified health care products and services

Address: Abbott Laboratories de Chile Ltd., Diagnostics Division, Casilla 169-D, Santiago, Chile

www.abbott.com

AETNA Inc.

Manage health care, annuities, individual retirement and group pension services, and asset management products worldwide

Address: Aetna S.A., Av. Sueccia 211 Providencia, Santiago, Chile

Phone: 56-2-364-2000 Fax: 56-2-364-2281 www.aetna.com

Alcoa Inc.

World's leading producer of aluminum and alumina; mining, refining, smelting, fabricating and recycling. Alusud Embalajes Ltda, Santiago Chile www.alcoa.com

American Express

Travel, Travelers cheques, charge card and financial services

Address: American Express Bank Ltd., Agustinas 1360, Santiago Chile

Phone: 56-2-699-3919 Fax: 56-2-672-7686 www.americanexpress.com

Anheuser-Busch International Inc.

Malt Production, aluminum beverage containers, rice milling, real estate development, metalized and paper label printing railcar repair and theme-park facilities

Compania Cerveceria Unidas S.A., Santiago, Chile www.anheuser-busch.com

AON Corporation

Insurance brokers worldwide; underwriters accident and health insurance, specialty and professional insurance; and provides risk management consultation

Address: AON Claro, Santa Cruz SA, Hundaya 60 piso 7, Santiago, Chile

Phone: 56-2-331-5100 Fax: 56-2-331-5116 www.aon.com

Baker & McKenzie

International Legal Services

Address: Cruzat, Ortuzar & Mackenna (Baker McKenzie), Nueva Tamar 481, Torre North piso 21, Las Condes Santiago, Chile
Phone: 56-2-367-7000 Fax: 56-2-362-9875 www.bakerinfo.com

Baker Hughes Incorporated

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Baker Hughes Process

Address: El Rosal – 4571- Huechuraba, Santiago de Chile, Chile

Phone: 56-2-740-0105 Fax: 56-2-740-0560

Baker Transworld Inc.

Address: L. Navarro 1066 sur 401, Casilla 40-0, Punta Arenas, Chile

Phone: 56-61-241124 Fax: 56-61-248169

www.bakerhughes.com

Bechtel Group Inc.

General contractors in engineering and construction

Address: Bechtel International Corp., Nueva de Lyon 72 piso 4, Providencia Santiago, Chile Phone: 56-2-234-4747 Fax: 56-2-232-5208 www.bechtel.com

Bristol-Myers Squibb Company

Pharmaceutical and food preparations, medical and surgical instruments

Address 1: Bristol-Myers Squibb-Chile, Av. Balmaceda 2174, Santiago de Chile, Chile

Address 2: ConvaTec, Una Compania de Bristol- Myers Squibb, Ave. Presidente, Balmaceda 2168, Santiago Chile

www.bms.com

Burson-Marsteller

Public Relations/public affairs consultants

Address: Burson-Marsteller, Av. El Bosque Norte 0440 Of. 404, Santiago, Chile

Phone: 56-2-203-5085 Fax: 56-2-203-5108 www.bm.com

Buy USA

Leading sectors for US exports and investments to Chile <http://www.buyusa.gov/chile/en/123.html>

C.B. Richard Ellis

Commercial real estate services

Address: CB Richard Ellis, Roger De Flor No. 2871 – Ofic. 103, Esquina Av. El Bosque Norte, Las Condes Santiago, Chile www.cbrichardellis.com

Cisco Systems, Inc.

Develop/mfr/market computer hardware and software networking systems

Address: Cisco Systems Chile, Nueva Tamar 555 Sur 1902, Las Condes Santiago, Chile Phone: 56-2-365-0655 Fax: 56-2-365-0653 www.cisco.com

Citigroup, Inc

Provides insurance and financial services worldwide www.citigroup.com

1st Location

Address: Citibank N.A., Ahumada 48, PO Box 2125, Santiago, Chile

2nd Location

Address: Citibank N.A., Providencia 2653 piso 3, Av. Andres Bello 2687 piso 7, Santiago, Chile Phone: 56-2-338-3000 Fax: 56-2-338-3013

The Clorox Company

Manufacturer Soap and detergents, and domestic consumer packaged products

Clorox Chile SA, Santiago, Chile www.clorox.com

Coca-Cola Company

Has a successful worldwide internship program

Address: Coca-Cola de Chile S.A., CL-SANTIAGO, Av. Presidente Kennedy #5757, Piso 12, Las Condes, Santiago Chile Phone: (56-2) 426 – 3131

<http://coca-cola.com>

D’Arcy Masius Benton & Bowles Inc. (DMB&B)

Full service international advertising and communications group

Address: DMB&B, Kennedy Av. 5116 piso 4°, Vitacura Santiago, Chile

Phone: 56-2-242-1920 Fax: 56-2-242-1910 www.dmbb.com

Dell Computer Corporation

Direct marketer and supplier of computer systems

Address: Dell Computer de Chile Corp., Coyancura 2283 of. 302, Providencia Santiago, Chile Phone: 56-2-685-6800 Fax: 56-2-232-4290 www.dell.com

Deloitte Touche Tohmatsu International

Accounting, audit, tax and management consulting services

Address: Deloitte & Touche, Mac Iver 225, Casilla 3147, Santiago 1, Chile

www.deloitte.com

DHL Worldwide Express

Worldwide air express carrier

DHL Worldwide Express, San Francisco 301, Santiago Chile

Phone: 56-2-638-4502 www.dhl.com

The Dow Chemical Company

Manufacturer Chemicals, plastics, pharmaceuticals, agricultural products, consumer products

Address: Dow Quimica Chilena SA, Suecia 281, Casilla 14590, Providencia, Santiago, Chile

www.dow.com

Duracell International Inc.

Manufacturer Batteries www.duracell.com

Address: Duracell Chile, Roman Diaz 1271, Providencia Santiago, Chile

Eastman Kodak Company

Develop/Manufacturer Photo and chemical products, information management/video/copier systems, fibers/plastics for various industry

Address 1: Kodak Chilena SAF, Alonso Ovalle 1180, Casilla 2797, Santiago, Chile

Address 2: LOOK, Eleodoro Yanez 1804, Santiago, Chile

Address 3: Muebles Andes, Rura 68 No. 6910, Casilla 547, Santiago, Chile

Address 4: Nueva Vision, Hernando de Aguirre 939, Casilla 9727, Santiago, Chile

www.kodak.com

Ernst & Young, LLP

Accounting and audit, tax and management consulting services

Address: Ernst & Young, Paseo Phillips 56, Casilla 50080 & 2186, Santiago, Chile

Phone: 56-2-6396125 Fax: 56-2-638-3622 www.eyi.com

Exxon Mobil Corporation

Petroleum exploration, production, refining; Manufacturer Petroleum and chemical products; coal and minerals www.exxon.com

Address 1: Comapnia Minera disputada de Las Condes SA, Pedro de Valdivia 291, Santiago 9, Chile

Address 2: Exxon Mobil, Inc., Avda. Vitacura 4465- Las Condes, Santiago, Chile

Phone: 56-2-299-4000

Address 3: Exxon Mobil, Inc., San Antonio Chemical Plant, Barros Luco esq. 7 Norte, San Antonio, Chile

Frito-Lay Company

Manufacturer Snack food products

Evercrisp Snack Products de Chile SA, Santiago, Chile www.fritolay.com

General Electric Company

Diversified manufacturing, technology and services

Address: General Electric de Chile S.A./ GE International, Casilla 21003, Chile

Phone: 56-2-555-3031 Fax: 56-2-555-0361 www.ge.com

General Motors Corporation

Manufacturer Full line vehicles, automotive electronics, commercial technologies, telecommunications, space, finance

Address: General Motors Chile SA, Casilla 14370, Santiago Chile www.gm.com

The Gillette Company

Develop/Manufacturer Personal care/use products: blades and razors, toiletries, cosmetics, stationary www.gillette.com

Inversiones Gilco(Chile) Ltda., Santiago, Chile

Oral-B Laboratories de Chile SA, Santiago, Chile

Productos Gillette Chile Ltda., Santiago Chile

Publicidad Intensa Ltda., Santiago Chile

Union Quimica Americana SA (UNISA), Santiago, Chile

The Goodyear Tire & Rubber Company

Manufacturer Tires, automotive belts and hose, conveyor belts, chemicals; oil pipeline transmission

www.goodyear.com

Address: Goodyear de Chile SAIC, Casilla 3607, Santiago, Chile

Grant Thornton International

Accounting, audit, tax and management consulting services

Address: Grant Thornton Intl, Grant Thornton Bldg., Agustinas No 853 Piso 11°, PO Box 3577, Santiago

Chile Phone: 56-2-633-8669 Fax: 56-2-632-7359

www.grantthornton.com

Hewlett-Packard Company

Manufacturer Computing, communications and measurement products and services

Address: Hewlett-Packard SA, Av. Andres Bello 2777 piso 24, Edif. De la Industria, Las Condes Santiago, Chile

Phone: 56-2-230-1620 Fax: 56-2-203-3234 www.hp.com

The Home Depot Inc.

Home improvement warehouse-style, retail chain stores

Address: The Home Depot Chile, S.A., Cerro Colorado 5030 Sur 410, Las Conches Santiago, Chile Phone:

56-2-362-1991 www.homedepot.com

Homestake Mining Company

Precious metal and mineral mining and gold mining

Agua de la Falda, SA, Santiago, Chile www.homestake.com

Intel

Branch in Chile offering jobs <http://www.intel.com/jobs/chile/sites/santiago.htm>

Johnson & Johnson

Manufacturer/ distributor/R&D pharmaceutical, health care and cosmetic products

Address: Johnson & Johnson de Chile SA, Clasificador 13333, Correo Central, Santiago, Chile
www.jnj.com

Kellogg Company

Manufacturer Ready-to-eat cereals and convenience foods

Address: Kellogg Chile SA, Attn: Chile Office, One Kellogg Square, PO box 3599, Battle Creek, MI 49016-3599

www.kelloggs.com

KPMG International LLP

Accounting and audit, tax and management consulting services

Address: KPMG Peat Marwick, Miraflores 222 piso 9, Santiago, Chile

Phone: 56-2-639-4387 Fax: 56-2-639-4438

www.kpmg.com

Eli Lilly & Company

Manufacturer Pharmaceuticals and animal health products

Address: Eli Lilly Chile S.A., San Eugenio 567, Santiago Chile

Phone: 56-2-239-8952 Fax: 56-2-239-2814

www.lilly.com

J.P. Morgan Chase & Co. Inc.

Provides integrated financial solutions for institutions and individuals worldwide, including asset management, investment banking, and commercial banking

Address 1: J.P. Morgan Chase & Co., Casilla 9192, Centro Comercial de la Merced, MacIver y Huerfanos, Santiago, Chile

Address 2: J.P. Morgan Chase & Co., Agustinas 1235 piso 5, Santiago, Chile

Phone: 56-2-699-0068 Fax: 56-2-690-5177

www.jpmorganchase.com

Motorola, Inc.

Manufacturer Communications equipment, semiconductors and cell phones

Address: Motorola Chile S.A., Av. Nueva Tajamar 481 Sur 1702, Las Condes, Santiago Chile

Phone: 56-2-338-9000 Fax: 56-2-338-9090

www.motorola.com

Nalco Chemical Company

Chemicals for water and waste water treatment, oil products and refining, industry processes; water and energy management service

Address: Nalco Productos Quimicos de Chile SA, Casilla 16477, Santiago 9, Chile

Phone: 56-2-624-6540 Fax: 56-2-624-6508

www.nalco.com

PriceWaterhouseCoopers LLP

Accounting and auditing, tax and management, and human resource consulting services

www.pwcglobal.com

1st Location

Address: PriceWaterhouseCoopers, Anibal Pinto 215, piso 6th sur 607, Casilla de Correo 705, Concepcion

Chile Phone: 56-41-241772 Fax: 56-41-230154

2nd Location

Address: PriceWaterhouseCoppers, Edif. Espana, Huerfanos 863 piso 4, Casillo de Correo 3337, Santiago,

Chile Phone: 56-2-638-3032 Fax: 56-2-633-3329

Proctor & Gamble

Personal care, food, laundry, cleaning and industry products

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Offers internships and seminars in Chile for students abroad. Check their website for current positions.
<http://www.pg.com>

Raytheon Company

Manufacturer Diversified electronics, appliances, aviation, energy and environmental products; publishing, industry and construction services
Raytheon International, Santiago, Chile www.raytheon.com

Wyeth-Ayerst International Inc.

Antibiotics and pharmaceutical products
Address: Laboratorios Wyeth Inc., Casilla 263-V, Correo 21, Santiago Chile
Phone: 56-2-238-2232 www.ahp.com/wyeth

Xerox Corporation

Manufacturer Document processing equipment, systems and supplies www.xerox.com
Address 1: Xerox De Chile, S.A., Casilla Postal 1076, Carrera 1807, Antofagasta, Chile
Address 2: Xerox De Chile, S.A., Cochrane 879, Valparaiso, Chile
Address 3: Xerox De Chile, S.A., Casilla Postal 14889, Correo 21 Stgo., Alcantara # 107, Las Condes Santiago, Chile Phone: 56-2-338-7000 Fax: 56-2-338-7432
Address 4: Xerox De Chile, S.A., Casilla Postal 2747, San Martin 880 5 piso, Concepcion, Chile

Young & Rubicam Inc.

Advertising, public relations, direct marketing and sales promotion, corporate and product ID management.
Prolam/Young & Rubicam, Santiago, Chile www.yr.com

Volunteer Opportunities

Action Without Borders

Posts volunteer opportunities searchable by country, including for Chile.
<http://www.idealists.org>

Student Visas & Work Permits

A student visa is required for stays longer than 90 days and requires the following:

- Valid passport
- Evidence of sufficient funds to cover stay
- Return or onward ticket
- a letter of acceptance from the institute you'll be studying at
- a letter of confirmation that the school and courses are government approved
- a letter of police clearance (e.g. Canadian Police Certificate for Visa Requirements, available from the RCMP)
- a doctor's health certificate
- 3 passport-sized photos
- Time required to issue visa: 24 hours-7 days depending on whether application has to be referred to the relevant authorities

The cost of a student visa is approx. US\$50.00 and is valid for one year. It is illegal to work in Chile under a student visa.

United States Embassy <http://www.usembassy.cl/contents-en.htm> Address: Andres Bello 2800, Las Condes, and Santiago, Chile

Housing

There are a number of different areas to live in and around Santiago. The tourist attractions, universities, and corporate headquarters are all located in the old center, or Santiago Centro. The surrounding areas are

the districts of Providencia, Las Condes and Vitacura. The last two areas are often called "Barrio Alto", not only because of its close proximity to the mountains (and higher altitude) but also because it is home to many upper middle class to upper class Chileans.

The old center of Santiago is the traditional place to live for students, especially because of its low prices and the vicinity of the big universities. Definitely not luxurious, visiting students are likely to find a native students' community willing to share its simply equipped apartment.

The district called Providencia is a favorite due to its central situation and beautifully landscaped neighborhoods. The old city center, the new business center in Las Condes or some of the university campuses in Ñuñoa are all easily accessible. The rents here are usually slightly more expensive than those in Santiago Centro, and modern apartments on the main metro line 1 tend to be the most expensive.

Ñuñoa is located to the south of Providencia and is a good alternative for those wanting to economize without worrying about longer commuting distances. Nevertheless, the western part of Ñuñoa is quite well connected to the center by the metro line 5. It is considered a safe district in most of its parts.

Las Condes and Vitacura are generally much too expensive for students and are only accessible by bus or private vehicle.

Contact Chile website lists many available vacancies/rentals that they take reservations for:

<http://www.contactchile.cl/en/rooms-chile.php> (for rooms/home stays) or

<http://www.contactchile.cl/en/apartments-chile.php> (for furnished apartments)

✶*Spain Exchange* website lists student housing offers: <http://www.spainexchange.com/housing/>

Universities located in Santiago: Pontifical Catholic University "Madre y Maestra," "Universidad Catolica de Chile," "Universidad de Chile," "Universidad de Santiago de Chile," and the University of Santiago de Compostela.

Insider Tips

I spent my time in Santiago as a student and my experiences were shaped accordingly. In any other role, the city would have appeared, smelled and tasted differently to me. I would have heard different noises. I would have felt different things. Therefore, the experiences I took away with me string together in a strange way. The Santiago I walked through, with the Andes to the east and the sea in the distance to the west, is a different city with different streets and stray dogs.

Getting around the city is very easy. There are thousands of black and yellow taxis which are quite cheap—I heard one person say that Santiago has more taxis than New York City. The subway system is efficient, clean, and safe; it is sacrilegious to say so, but I actually came to prefer it to the system of my city, Washington, D.C. But, the most inexpensive and entertaining way to travel within the city is by the “micros”, or buses. Do not try to understand the system, if it can be said there is one. There are hundreds of routes throughout the city which overlap each other heavily at times, running east/west across the city. Each route is given a route number, but it is more or less arbitrary, so the only way to become adept is by memorizing the route numbers which correspond to the area you wish to go to. In each bus’ front window, there is a placard which lists the major streets and “comunas” (areas of the city) on the micro routes. There is no schedule or timetable, so sometimes while I waited 30 minutes for the 235, two 341 micros passed by in a five minute span. It can be frustrating, but as I mentioned earlier, usually I could hop onto a variety of buses which would all take me to the general area of my destination. However, during rush hour, I never had to wait more than a few minutes for a bus I could take.

One way to try to appreciate how the system works is by understanding each route as an individual business operating independently of all other routes. The bus drivers compete against each other for business which means that they drive aggressively—some of the craziest driving I’ve ever seen in a 25 foot vehicle. Often times, the drivers’ sense of ownership and individuality came through in the decoration of the bus. The drivers let on musicians, vendors, and beggars to give their pitch or play their piece.

The top fare was equivalent to about \$0.50 when I left. The government has had a difficult time regulating the system. One method now is in place involving small paper tickets, but it is inefficient and easily abused. Some of the drivers pocket at least part of the fare when they can, even though sporadic visits from ticket-counters are supposed to keep them honest. Someone told me once that the whole system is owned

by the Chilean mafia, but I don't know if that's true. I also heard that in a few years, the government plans to overhaul the system completely in an effort to curb pollution from the aging buses and to bring some semblance of organization to the system. While I agree that the pollution problem needs to be addressed, I rather enjoyed the frenetic and unpredictable nature of the micros. It made for an interesting ride every time.

I lived with a family, as did everyone in my program. Occasionally, we would run into other American university students who did not live with families, but instead rented apartments or leased rooms from a family looking to take on university students. The former circumstance is more rare since it is more expensive, but not unheard of. The latter situation is more common. Renting differs from my own experience in that I was looked on as another member of the family rather than having a landlord/tenant relationship. Many families have a small one or two room house, a "casita," next to the main house which can be used as an apartment for a few borders. I'm not sure what kinds of arrangements are made with food and laundry, but I imagine a little of both would be provided. I think the universities have a directory or listing of interested families, but, of course, I never had to use it.

As far as internship opportunities, again, I didn't have one, but I know of someone who did during the summer. Proficiency in Spanish is a prerequisite, I'm sure, but the attitude of Chilean businesses would be open and encouraging to North American involvement of any kind. Santiago is quite developed and has the most stable economy in South America. Yet, it is quite apparent in the attitude of its people that the nation is looking to establish itself in the international scene, politically and economically. In its efforts to validate itself to the rest of the world, Chilean companies would probably be very accommodating.

Santiago has many parks, but I would recommend two specifically for different reasons. The first is Parque Quinta Normal in the center of the city. The park is old, set near the downtown area amidst the activity and noise and heated smog of the city center. In the park, set off by a high fence, it is quiet with enormous palms trees and sycamores. On the expansive grounds, there is an outdoor pool and several museums, but I would recommend neither. Instead, I usually sat on a bench in the shade and read or ate my lunch instead of attending class. The other park is Parque Apoquindo, on the upper side of the city in a more suburban setting. Bordering a large mall of the same name, the ambiance is less romantic and more commercialized, but I still spent a lot of time there because of its proximity to my house. It has several basketball and tennis courts, a large field, and a rose garden. Because it is located away from the polluted city center, the Andes appear as though they rise up above the field and on a clear day it looks like you could throw a stone over the mountains.

All of the guidebooks do a good job of highlighting nice restaurants and bars in Bellavista, Suecia, and around Mercado Central. The restaurants serve good seafood and the bars are lively. Two places my friends and I frequented that probably are not listed in the guidebooks. As often as we could, we ate at a little place called "Way's Gyros" located on Alameda, a little east of Baquedano that served gyros and salads of two varieties: chicken and pork. They make the food right in front of you and, while it is not culturally Chilean, the food is absolutely delicious.

A bar we went to often was called "La Ciudadano," a block or two south of Alameda near Manuel Montt. It's a small bar that plays supposedly popular American music, but the element is quintessentially Chilean. We never encountered any other gringos, Americans, there. It has relatively inexpensive specials on mixed drinks and weak Sangria. Many bars in Santiago have sets of dice and cups with which to play Cacho, a popular game at parties. I'm not going to explain the rules but I recommend getting a Chilean youth to teach you as soon as you get there. It is a simple but nuanced game of betting and bluffing. Other students in my program bought sets to bring back to the U.S.

I would also recommend visiting Mendoza, Argentina, which is only a few hour bus ride over the Andes from Santiago. The bus ride itself is worth the trip as the narrow road makes hundreds of cutbacks up the steep mountainsides. Be careful when planning, though, because the pass is often closed in the winter due to snow—you might be stuck in Mendoza for a few extra days. In the city, there are restaurants called "tenedor libres" which can be loosely translated to mean "all-you-can-eat" places. One in particular, "Las Tijanas," only charged 15 Argentinean pesos (= \$5 US) for the most elaborate and classy buffet spread I

have ever seen. Its selection of meat was amazing. I would imagine that such a restaurant in America would charge at least \$25 US for the same food. Indeed, many consumer products like books, shoes, perfume, and leather goods are cheaper in Argentina. Since I left South America, the Argentinean economy has improved, but prices of certain items will surely be lower than in Santiago.

Mendoza is known for its wine. I set up a tour through my hostel and visited two vineyards on the outskirts of the city—one, a more commercialized operation and the other a smaller, local label that uses more traditional methods of production. A nice bottle only costs a few dollars and they made for good gifts. Chilean wine is also very inexpensive and there are many vineyards around Santiago to visit.

Attractions/Transportation

Architecture

The very heart of Santiago is the Plaza de Armas, which lies along the Alameda about five blocks south of the river. The city's European heritage is evident in the Parque Forestal, designed by a French landscaper on the model of Parisian parks. You can walk down tree-lined paths along the Mapocho, past small squares and the Museo de Bellas Artes. The Mercado Central is of British design (made with materials imported from England) and sells a wide variety of fresh and exotic produce.

Across the river, the Bellavista neighborhood is home to many restaurants and cafes. The Parque Metropolitano is Santiago's recreational epicenter, with walking trails, picnic areas, and a zoo. The top of Cerro San Cristóbal offers stunning views of the city and is accessible by bus, rail, or by foot for the most adventurous students. Also in the Bellavista area is La Chascona, the house designed by Nobel-Prize-winning poet Pablo Neruda - whose work was recently showcased in the film "Il Postino".

Entertainment

http://www.spanishabroad.com/chile/santiago/s_nightlife.htm

http://www.wguides.com/city/102/city_entertainment.cfm

Transportation

Overview of public transportation in Chile:

http://www.footprintsrecruiting.com/content.php?cat=426&sc=3&abarcas_Session=ff61cb45b06088c35a284a06ce468d31

Subway map of Santiago: <http://www.realadventures.com/listings/0001009.htm>

Publications

Santiago has a number of privately-owned newspapers, the most popular of which are the conservative El Mercurio, also available online at www.emol.com, and La Tercera at www.tercera.cl. A popular business-oriented newspaper is El Diario Financiero available at www.eldiario.cl. La Nación is the government-owned newspaper and is available at www.lanacion.cl. While conservative sources prevail, there are other newspapers and magazines that tend to lean left of center (The Clinic and the bi-weekly La Epoca) and centrist (La Epoca or LaHora) viewpoints.

Safety

Consular Information Sheet: http://travel.state.gov/travel/cis_pa_tw/cis/cis_1088.html

According to the U.S. Department of State, Americans living or traveling in Chile are encouraged to register with the U.S. Embassy through the State Department's travel registration website, <https://travelregistration.state.gov>, and to obtain updated information on travel and security within Chile.

Americans without Internet access may register directly with the U.S. Embassy. By registering, American citizens make it easier for the Embassy or Consulate to contact them in case of emergency. The potential for terrorist activity is low. There has been some politically motivated violence among indigenous communities in southern Chile, none of which has affected Americans or other foreigners. Potential for civil disturbance is low, although demonstrations, sometimes violent, do occur, particularly on the anniversary of the September 11, 1973 coup against the government of President Salvador Allende. For the latest security information, Americans traveling abroad should regularly monitor the Department's Internet web site at <http://travel.state.gov> where the current [Worldwide Caution Public Announcement](#) , [Travel Warnings and Public Announcements](#) can be found.

Up-to-date information of safety and security can also be obtained by calling 1-888-407-4747 toll free in the U.S., or for callers outside the U.S. and Canada, a regular toll-line at 1-317-472-2328. These numbers are available from 8:00 a.m. to 8:00 p.m. Eastern Time, Monday through Friday (except U.S. federal holidays). Crime rates are relatively low. Most crimes against foreigners involve pick pocketing or theft from purses, backpacks, or rental cars. There have been few violent crimes against Americans in Chile, although visitors should be as alert to the possibility of crime in Santiago and other cities as they would be in any large city. Tourists using taxis in Santiago should be alert to possible scams involving currency switching. There have been reports of taxi drivers switching 10,000 peso notes given them by passengers for 1,000 peso notes and demanding additional payment. Since the notes look similar, passengers should be very careful to indicate to the driver when paying in the larger denomination. Police are generally responsive to reports of crime by Americans.

If you are the victim of a crime while overseas, in addition to reporting to local police, please contact the nearest U.S. Embassy or Consulate for assistance. The Embassy/Consulate staff can, for example, assist you to find appropriate medical care, to contact family members or friends and explain how funds could be transferred. Although the investigation and prosecution of the crime is solely the responsibility of local authorities, consular officers can help you to understand the local criminal justice process and to find an attorney if needed.

American Consulate phone number in Chile: 56-2 232-2600

São Paulo

City Overview

History

Sao Paulo, the third largest city in the world, began in 1554 as an Indian village under the direction of Portuguese Jesuit missionaries. The community grew slowly and by the end of the 16th century it had only 300 inhabitants. The village lived on agriculture and soon profited from trade in sugar cane, although the dream was to find gold and precious metals. The dream never died and so half way through the 17th century, expeditions known as *bandeiras*, were organized to mine these minerals, replacing the sugar cane economy with precious metals and stones.

In 1711 the village was crowned a city due in large part to the success of the *minas*, or the mines. However, the city never had the ability to become wealthy because the imperialist crown created a separate province for the minas in an effort to maintain control. Although Sao Paulo remained the departing point for the *bandeiras*, the lack of a lucrative activity preserved the poverty in the region. The redistricting of the Brazilian provinces brought new productions to the Sao Paulo region, including coffee and dairy products.

As the coffee business grew so did Sao Paulo. Soon, the city became the largest exporter of coffee in the world. By 1895, 70,000 of the city's 130,000 residents were immigrants. Their efforts transformed Sao Paulo from a sleepy Jesuit mission post into a dynamic financial and cultural hub. The arts began to flourish and by the 1920s, Sao Paulo had established itself as the country's cultural capital.

Today, Sao Paulo continues to be the trendsetter in nightlife and dining. Paulistas pride themselves on their style and energy.

Culture

Frommers.com provides an excellent source to help you begin to understand the Brazilian culture. Here are a few pointers to get you started.

Greetings

Shaking hands has become a more acceptable way of greeting someone, but don't be surprised if you are kissed on the cheek once, even when greeting someone to whom you have just been introduced. Men do not kiss each other, but greet with an open hug.

Dress

Brazilians, and particularly Brazilian women, have a reputation for colorful and sexy outfits. This certainly holds true in Rio, but in the south and the interior, people are more conservative. In business settings -- even in Rio -- men are expected to wear full suits, even when the thermometer hits 110°F (43°C). Women will wear smart business suits (either skirt or pants is acceptable). The only other dress code applies to churches and government buildings: No shorts, tank tops, flip-flops, or miniskirts allowed.

Getting Things Done

As informal and casual as Brazilians are in social settings, they can be strangely formal in a business situation: Titles matter and hierarchy is followed strictly. Often people in lower positions will be reluctant to make decisions on sometimes minor issues. Getting around such obstacles (Brazilians are famous for inventing seemingly pointless rules and procedures) involves a *jeitinho* (literally "finding a way"), a very Brazilian term used to describe the way one can get around a rule without really breaking it. Finding the

appropriate *jeitinho* often requires creative problem solving; the best idea is usually to keep talking, keep suggesting things. Whatever you do, *don't* get angry. Brazilians avoid conflict and rarely raise their voices or show anger in public. This passive behavior can be frustrating in business situations, as Brazilians will rarely ever criticize or disagree with anyone.

Also note that unlike in North America, it can be nearly impossible to arrange anything over the phone. Most people do not have voice mail, and phone calls are often not returned. More effective is a personal visit. Persistence usually pays off, and having a business card to introduce yourself or to leave behind can be helpful. Indeed, even when traveling to Brazil as a tourist, having some business cards with you can make a difference if you are trying to reach a hotel manager or an airline supervisor to solve a problem.

Weather

São Paulo's summers, December through March, are hot and humid. Temperatures rise to the high 90s (mid-30s Celsius). In the spring and fall, the temperatures stay between the high 70s and 90s (mid-20s to mid 30s Celsius). In the winter, June through August it, can cool off to a minimum of 59°F (15°C), but during the day temperatures can sometimes rise to the 70s or mid-80s (20s°C). Those traveling to São Paulo between May and September should bring some cold weather clothes, the equivalent of what someone would wear in New York or Chicago in the fall. Most rain tends to fall in the summer (Dec-Feb); January is especially wet. When it rains heavily the city is prone to flooding, particularly the area around the Tietê River.

Exchange Rates

With the current (April, 2005) dollar, 1 USD equals 2.77 BRL, or the Brazilian Reais. In the past, the easy calculation has been 1USD = 3 BRL. Euros are NOT accepted in Brazil.

Cost of Living

The Vital Basket cost in Sao Paulo in April of 2004 was R\$204.36. This covers all the basic household supplies and needs, needed to sustain life. The Peace Corps has determined R\$4000, approximately US\$1600, to be sufficient to lead the life of many locals. According to the CIA World Fact Book, the GDP per capita is US\$7,600.

Job/Internship Search

Job/Internship Boards

There are several sources you should consult to find job/internship postings in Sao Paulo. As always, networking is the easiest way to get connected with employers. You should also consult the following websites so that you can find job opportunities:

Workabroad.monster.com
Goabroad.com

The Brazilian government maintains a site which helps find up-to-date career information and temporary job opportunities. Unfortunately, this site is only in Portuguese. It can be found at:

www.mte.gov.br

Job Boards

If you are proficient in Portuguese visit the following sites for online job listings:

www4.curriculum.com.br (Free Service)

www.manager.com.br (Free Service)
www.catho.com.br (Free Service)
www.bumeran.com.br (Free Service)
www.empregos.com.br

Internship Boards

There are two Brazilian internship boards which international and exchange students as well as recent graduates can find information on internship opportunities.

www.br.aiesec.org
www.ci.com.br/iaeste/ (in English)

Temp Agencies

Temporary agencies include Adecco, which can be found at:
www.adecco.com.br

And Manpower, which has a Brazilian subsidiary at:
www.manpower.com.br
Visit their main website www.manpower.com for contact information.

CV & resume writing info

If you are proficient in Portuguese visit the following site for detailed information on resume writing in Brazil:

www4.curriculum.com.br
www.manager.com.br
www.catho.com.br
www.bumeran.com.br

Overview of industries

According to the CIA World Fact book Brazil's major industries are textiles, shoes, chemicals, cement, lumber, iron ore, tin, steel, aircraft, and motor vehicles and parts. 20% of the labor force is in the agricultural sector, producing primarily coffee, soybeans, wheat, rice, corn, sugarcane, cocoa, citrus and beef. When in Sao Paulo expect to find sugarcane more than other produce.

If you are looking for a listing of companies in Sao Paulo the Yellow Pages can be found at:
<http://www.listas-amarelas.com.br/>

American companies

24/7 Media, Inc. – Provides global online advertising, sponsorship, e-commerce and direct marketing solutions to advertisers and Web publishers.

24/7 Media Brazil,
Avda. Node de Julho 5960
Jd. Europa, São Paulo
SP 01406-020
Brazil

3Com Corporation – Develop/mfr. Computer networking products and systems.

3Com Do Brasil,
Rua Verbo Divino 1661
Andar CJ.13, 04719-002

São Paulo SP
Brazil

ADAC Laboratories, Inc – Mfr. cameras and equipment for nuclear medicine.

ADAC Do Brasil
Rua Leopoldo Couto De Magalhaes Junior 110
1 Andar Conj 11 E 12
São Paulo
SP CEP 04542-000
Brazil

CBS Corporation – TV/radio broadcasting, mfr. electronic systems for industry/defense, financial and environmental services.

Westinghouse Do Brasil Comercio e Servicos Ltda.
Av. Alfredo Egidio de Souza Aranha 75 cj.21
04726-170 São Paulo SP
Brazil

Citigroup – Provides insurance and financial services worldwide.

Citibank SA,
Ave. Paulista 1111 andar 17º
01311-920 São Paulo SP
Brazil

Eastman Kodak Company – Develop/mfr. photo and chemical products, information management/video/copier systems, fibers/plastics for various industries

Kodak Brasileira CIL
Rua George Eastman 213
05690-900 São Paulo SP
Brazil

Grey Global Corp – International advertising agency.

Z+G Grey Comunicação Ltda.
Av. Doutor Cadosa de Melo 855 andar 11o.
04548-005 São Paulo SP
Brazil

Halliburton Company – Engaged in diversified energy services, engineering and construction.

Halliburton Ltd.
Rua do Rocio 291 Conj. 12
Ed Atrium III Vila Olimpia
04552-00 São Paulo
Brazil

IBM Corporation – information products, technology and services

IBM Brasil – Industria Maquinas e Serviaos Ltda.
Rua Tutoia 1157 andar 19o
04007-900 São Paulo SP
Brazil

Morgan Stanley Dean Witter & CO. – Securities and commodities brokerage, investment banking, money management, personal trusts.

Morgan Stanley do Brasil Ltda.
Av. Roque Petroni Jr. 999 andar 13o
04707-910 São Paulo SP
Brazil

United Airlines Inc. – Air transportation, passenger and freight services.
United Airlines
Av. Paulista 777 andar 9o
01311-100 São Paulo SP
Brazil

Student Visas & Work Permits

Organizations that can provide visas

Go to the Brazilian Embassy in Washington D.C. to get information on obtaining a visa, both temporary and permanent. Visit: www.brasilemb.org/consulado/consular1.shtml or use this contact information:

Consular Service
3009 Whitehaven Street, N.W.,
Washington, D.C. 20008
Phone: (202) 238-2828
Fax: (202) 238-2818
Email: consular@brasilemb.org

U.S. Consulate Information

The U.S. Embassy in Brazil is in Brasilia. Sao Paulo hosts a Consulate General to take care of American's needs locally. Their address is:

São Paulo Consulate General
Rua Henri Dunant, 500,
Chácara Santo Antônio,
São Paulo- SP, 04709-110

Mailing address:
Rua Henry Dunant, 700,
Chácara Santo Antônio,
São Paulo- SP, 04709-110
Phone: (55-11) 5186-7000
After-hours: (55-11) 5181-8730
Fax: (55-11) 5186-7199

Visit their website to find up-to-date information:
www.embaixada-americana.org.br/

Housing

Housing link

If you're looking for housing, be wary of Brazilian real estate agents as many operate with few legal restrictions. It is usually a good idea to work with several different real estate agents at the same time, since many cities offer no central multiple-listing service. Unfurnished residences often have no amenities; light fixtures, bathroom fixtures (including toilet seats), closets and other hardware items may be missing. Prospective tenants should hire a company or private lawyer to check over any rental agreement before signing.

Universities

The main university of Sao Paulo, the [Universidade de São Paulo](#), is the largest university in Brazil and the third largest in Latin America. Its motto, “You shall conquer through knowledge,” affirms the universities academic and research strengths.

The university has the means to pair you up with other students in Sao Paulo to alleviate housing costs. They do this through an application process; you can retrieve the application by going to this link: www2.usp.br/ingles/.

Insider Tips

“Use public transportation. Traffic is always unbearable and it can take you hours to get anywhere.”

“When you go out at night make sure you get your name on the list of the popular clubs before you go, otherwise you’ll be standing in line for a very long time and might not even get in.”

“Do not wear flip-flops to clubs! You won’t get in!”

Attractions/Transportation

Overview of attractions

Edifício Itália (Av. Ipiranga 336) is the tallest building in Sao Paulo. At the top, a restaurant serves a delicious brunch buffet along with a fantastic view of the city.

Parque Ibirapuera is the largest park in the middle of the city. It is much like the “Central Park” of Sao Paulo. The **Pavilhão da Bienal** in the center of the park offers art exhibitions, bands and a small branch of **Museu de Arte Contemporânea**.

The **Museu de Arte de São Paulo** (Av. Paulista 1578) offers the leading collection of fine art in the city. On Sundays, the large area underneath the museum is the site of a large antiques fair.

The **Villa Marianna** is a popular neighborhood for students and young people. The area has many “cantinas” which are small and inexpensive, yet popular, Italian restaurants.

The **Jardins** is another neighborhood that is worth visiting. Here you would find large houses and apartments with large gardens. The **Rua Augusta**, which runs through the heart of the Jardins, has some of the best hotels, restaurants and shopping the city has to offer.

Avenida Paulista is the main road running through the heart of Sao Paulo. The city estimates that in 2000 over 1 million people and 100,000 cars would travel on the Avenida in any given day.

City Entertainment

Sao Paulo is a trendy city. Because trends change so do the hottest clubs. And they change quickly. The best way to find out about the best bars and clubs is to talk with Paulistas.

Sao Paulo’s size attracts the best orchestras, dance and theatre troupes and musicians that go on tour in South America. To get tickets for any event you should contact the theatre directly or find one of the booths located around the city which sell tickets. Most major newspapers publish a weekly arts update to keep paulistas up to date.

Links for transportation services

Visit www.easysaopaulo.com for all information on Sao Paulo. On this website there is a link and information for all transportation networks in the Sao Paulo region.

The city has a subway network and boasts its safety, timeliness and low price. Supporting the subway there is a train system which extends out into the suburbs. Taxis are a common mode of transportation. There are also numerous car rental agencies scattered over the city.
www.easysaopaulo.com

Publications

Newspapers

Folha De Sao Paulo (www.uol.com.br/fsp/)
O Globo (oglobo.globo.com/)
Estado (www.estadao.com.br/)

Safety

Local emergency numbers

General Emergency: 190
Ambulance: 192
Fire: 193
Military Police: 190
English Operator: 000111
Information: 102

U.S. Consulate General

Phone: (55-11) 5186-7000
After-hours: (55-11) 5181-8730

Websites used

www.Frommers.com
www.CIA.gov
www.EscapeArtist.com
www.Liveabroad.com
www.Fodders.com
www.4icj.com/job/brazil.htm

Singapore

City Overview

Brief History

Singapore has been consistently ranked as one of the most competitive nations and best places for business in the world.

Singapore was only founded in 1819, and came into existence as an independent state only in 1965. Yet, written in our short history are colorful and dramatic events that have shaped the country.

http://www.goinglobal.com/hot_topics/singapore_drinkwater_living.asp

Provides info on Singapore, including culture, weather, etc.

Culture

Singapore welcomes visitors of all kinds, and is particularly keen to attract foreign talent able to contribute to the nation's development and growth.

In 2002 the population was 4.17 million people

Official languages: English (language of admin), Chinese (Mandarin), Malay (National Language) & Tamil

Main Religions: Buddhism, Islam, Christianity, Taoism, Hinduism

Weather

Singapore is an equatorial country with relatively uniform temperature, high humidity and abundant rainfall.

26.8 – 31 degrees Celsius (80-88 degrees Fahrenheit)

Exchange Rates

Singapore is the fourth largest foreign exchange trading centre in the world, and a growing Asia-Pacific centre for wealth management.

Currency in Singapore: Singapore dollar (SGD)

1 US Dollar = 1.66180 Singapore Dollar as of May 31, 2005

Cost of Living

With S\$80-100K can get you a new 1.6L Japanese car. 5-yr-old car will cost about S\$50K.

\$40,000 - \$60,000 US dollars for a new car

\$30,000 US dollars for a used car

Apartments can be rented for all kinds of budgets - nice ones can be had from S\$2500-S\$5000 and above.

\$1,500- 3,000 US dollars per month for rent

Job/Internship Search

Singapore Economic Development Board (EDB)-> primary source of information
210 Twin Dolphin Drive
Redwood City
California 94065-1402
United States of America
Tel: (1-650) 591-9102
Fax: (1-650) 591-1328
Email: edbsf@edb.gov.sg

(http://www.sedb.com/edbcorp/sg/en_uk/index/about_edb/international_offices/north_america.html) for list of other US offices operating in New York; Boston, Massachusetts; Chicago, Illinois; Dallas, Texas; Los Angeles, California; Washington, DC.

Job Boards

A host of worker-training and scholarship programs ensures that skills are constantly growing. Working with industry partners, Singapore Economic Development Board (EDB) has developed programs to help develop capabilities required for industry.

The \$50 million Training and Attachment Programme (TAP), helps companies build knowledge-intensive capabilities in new technology areas for manufacturing and services sectors. It also helps local enterprises develop capabilities to produce higher value-added products and services. Underpinning TAP is the transfer of cutting-edge technology, essential if Singapore's local enterprises are to become world-class companies.

<http://www.jobsabroad.com/search.cfm>

* Good site to use as a reference or good site to look at first also provides links to useful websites.

helps students find jobs in countries all over the world

as of 6/8/05 there are 7 job postings in Singapore

Internship Boards

www.internabroad.com

helps students find internships all over the world

as of 6/8/05 there are 8 internship postings in Singapore

students can also the type of internship they would like

<http://www.rtpnet.org/intintl/about/>

Internships International, helps students and recent college grads find internships around the world

Temp Agencies

<http://www.jobcyclone.com/>

allows users to submit resumes and Singapore employers to post job listings

An online recruitment and career application portal with numerous career employment opportunities

Search our employment resources centre for resume templates and examples

<http://www.tempstaff.com.sg/>

Singapore branch of a Japanese recruitment and placement agency

Tempstaff Singapore helps you find suitable candidates

Employers send their job openings to this website and applicants apply through the website.

Once the resumes are received tempstaff goes through the resumes and only forwards those resumes that fit the qualifications to the employer

<http://www.manpower.com.sg/globalmpnet2/Content/sgp/en/home/home.asp?ref=gmp&lang=en&cid=sgp>

Manpower provides staffing and employment services

CV and resume writing info

Resume writing and cover letter help websites

http://www.ubalt.edu/careercenter/careerlink/00_fall/feature_intl_resume.html

Site gives examples of how US resumes differ from international resumes in general

Provides side by side comparisons between U.S. resumes and International resumes.

Also, shows how international students can make their resumes stronger when applying for job in the US

http://www.jobweb.com/resources/library/Interviews_Resumes/Writing_Your_185_01.htm

An online Career library, similar to the services USF's Career Services Center provides... It's like having a career center at your finger tips.

If you plan on applying for job overseas this website will help you reformat your resume to the requirements of the country you are applying to work in.

http://www.internationalstudent.com/resume_writing/index.shtml

Site has sample resumes, resume writing tips and help on writing a resume cover letter

Provides tips on: writing, a power word list, keywords to use on resumes, a cover letter guide, cover letter designs, thank you tips follow up tips, and samples

<http://www.jobcyclone.com/>

Search employment resources centre for resume templates and examples

Overview of Industries

There are sprawling industrial estates, compact business parks, and an island devoted to the chemicals industry. A research-intensive Biopolis is rapidly taking shape, while the Tuas Biomedical Park, offering manufacturing space for biomedical companies, is now in its second phase of development.

* taken from the IBM website (<http://www-8.ibm.com/services/sg/strategy/industries/>) used to show the different industries that IBM caters to in Singapore.

[Life Sciences](#)

[Retail](#)

[Food & Wholesale](#)

[Financial services](#)

[Industrial & Manufacturing](#)

[Consumer products](#)

[Chemicals and Petroleum](#)

[Travel and Transportation](#)

Aerospace

Education

Banking

Electronics

Healthcare

Automotive

Energy and Utilities

Government

Insurance

Media and Entertainment

Telecommunications

Employers by Industry

Mobitex

Mobitex Technology AB designs, supplies and supports wireless packet switched data networks using the unique Mobitex™ technology. Mobitex is the world leading system for dedicated wireless data developed originally by Ericsson. Together with our partners, we help our customers build solutions for instant and reliable wireless data communications

<http://www.mobitex.com/company/default.asp>

Association of Telecommunications Industry of Singapore

ATiS members come from all areas of the ICT / Telecommunications industry including Service Providers and Operators, Equipment Manufacturers, Distributors and Dealers, Value-Added Resellers (VARs), System Integrators (SIs), Consultants and RND organizations
<http://www.atis.org.sg/>

IBM

<http://www-8.ibm.com/businesscenter/sg/industries/>

International Enterprise Singapore

http://www.iesingapore.gov.sg/index_ie.jsp?vert=CO&secfield=3

Formerly known as the Singapore Trade Development Board (TBD), International Enterprise Singapore – of IE Singapore for short – is the lead agency spearheading Singapore's efforts to develop its external economic wing

IE Singapore's mission is to help Singapore-based companies grow and internationalize successfully.

American Companies operating in Singapore

US-Singapore FTA Business Coalition

<http://www.us-asean.org/ussfta/index.asp>

More than 1300 American companies have a presence in Singapore, and about 330 of these have made Singapore their regional business headquarters in Asia

1101 17th Street NW Suite 411

Washington, DC 20036

Tel 202-289-1911

Fax 202-289-0519

List of American Companies operating in Singapore

3M Company, ACE INA, Aerospace Ind. Ass'n of Amer., Affymetrix, AIG, Alexander Strategy Group, Allegheny Valley Chamber of Commerce, AmCham Singapore, American International Group, Inc., American Express Company, Americatel, Amway Corporation, Anaheim Chamber of Commerce, AOL Time Warner, APL Limited, Arizona Chamber of Commerce, Asia Global Crossing, AT&T, Automotive Trade Policy Council, Baker & McKenzie, Wong & Leow, Banco Credito Inversiones-Miami, Bank of America, Banta Corporation, Barrington Area Chamber of Commerce, Bechtel Corporation, Black & Veatch International, Bootstrap, Bristol-Myers Squibb Co., Burson Marsteller (Miami), Cargo Transport Inc., Cargill, Caterpillar, Chavilah Corporation, CH2M Hill, Chicago Southland Chamber of Commerce, Citigroup, Coalition for Open Markets and Expanded Trade, Columbia-Adair County COC, Coalition of Service Industries, Inc., Cochran-Bleckley Chamber of Commerce Computer & Communications Industry Assoc, ConocoPhillips, Council of the Americas, Cyberguard, DaimlerChrysler, Dansutha Printing, Dell, Deringer Integrated Transportation, Direct Selling Association, Discovery Networks International, DOW Corporation, Dublin Chamber of Commerce, Duke Energy International, Eastman Kodak, EDS Corporation, Edison Mission Energy, Emergency Committee for American Trade, Energy International LLC, ExxonMobil Corporation, Federal Express, Florida FTAA, Fluor Corporation, Enterprise Florida, Fontheim International, LLC, Ford Motor Company, Gardner International, General Electric Company, General Motors Corporation, , Grantha Services, Greater Houston Partnership, Greater Louisville, Inc., Greenberg Traurig, Healthcare Informatics Technology Service, Hewlett-Packard Co., Holly Real Estate, IBM, Information Technology Industry Council, InterVestors Capital, International Business – Government Counsellors, Inc. , Interport, Ltd., JP Morgan Chase & Company, Juki Union Special, Kenan Institute of Private Enterprise, Kentucky World Trade Center, Knight Manufacturing Corporation, Lan Chile, Latin Food Network Corp., Lockheed Martin Corporation, Marubeni America Corporation, McGraw-Hill Companies, Merck & Co., Inc., Micro Informatica LLC, Microsoft, Morgan Stanley, Motion Picture Association of America, Motorola, New York Life International, Ogilvy PR Worldwide, Pacific Architects and Engineers, Inc. Pfizer Pharmaceutical Group, PhRMA, Pratt & Whitney, PricewaterhouseCoopers, Qualcomm, Rockwell Automation, Inc., Riggs International Banking Corp., Schering-Plough Corp.,

Standard Chartered Bank, Starbucks Coffee Corp., Sun Microsystems, Superior Multi-Packaging Ltd, Sweet Paper Sales Corp., Syncad Lift, The Boeing Company, The Business Roundtable, The Direct Impact Company, United Parcel Service, United Technologies Corporation, Unocal Corporation, Verizon Communications, Vilar, Duty & Montero, VNU, Wachovia Bank, Wal-Mart, The Washington Post, WBC Global, Whirlpool, White & Case, World City Business

Student Visas and Work Permits

Links for organizational who provide work visas in that country

This site gives information for how to obtain a Singapore visa

A Visa must be obtained before one enters Singapore by self representation at the visa issuing office.

Required documents

Passport valid for at least 6 months

Confirmed onward/return tickets

Three passport sized photos

Sufficient funds to maintain themselves during their stay in Singapore

<http://www.akshayaindia.com/Visa.htm>Cousulate information

U.S. Consulate Info

Franklin Lavlin

Address: 27 Napier Road, Singapore 258505

Telephone: (65) 6476-9100

Fax: (65)6476-9340

For American Citizen Services, we are open from 8:30 AM to 12:00 Noon and from 2:00 PM to 3:30 PM.

<http://www.goabroad.com/guides/guides.cfm?countryID=79>

This provides information to those interested in going abroad, also provides information about specific countries (i.e. precautions Americans should take when in Singapore)

Housing

Housing links

<http://www.expatsingapore.com/startup/index.shtml>

This link provides information regarding the moving process, what to expect, etc.

<http://www.singaporeexpats.com/housing-in-singapore/housing-in-singapore.htm>

link to different homes and is used as a real estate guide

<http://www.hdb.gov.sg/isoa032p.nsfa/infoweb?openframeset>

is a site for people who are interested in buying property from a development site

Universities

[Nanyang Polytechnic \(NYP\)](#)

[Nanyang Technological University, Singapore\(NTU\)](#)

[National University of Singapore \(NUS\)](#)

[Ngee Ann Polytechnic \(NP\)](#)

[Singapore Polytechnic \(SP\)](#)

[Temasek Polytechnic \(TP\)](#)

Attractions/Transportation

Brief overview of attractions

The Esplanade arts centre, opened in October 2002, plays host to a great variety of local and international performers and performances.

There are golf courses, sports complexes, picnic areas, hiking paths, and every other possible form of outdoor activity, all in clean and green surroundings. Shopping centers abound, as do restaurants and food centers.

Singapore's physical heritage has been preserved, with key areas such as Chinatown, Little India and Geylang/Joo Chiat as well as architecturally significant buildings conserved.

Link for entertainment in Singapore

This little island boasts close to 700 clubs, bars, pubs and discos.

http://uk.holidaysguide.yahoo.com/g-south_east_asia-singapore-singapore-nightlife_entertainment.html

This website provides more links to entertainment in Singapore including arts, dance, restaurants, bars, etc.

http://www.mediacorpssingapore.com/entertainment/music/music_liveradio.htm

This website gives all the radio stations available in Singapore, specifying which stations are broadcasted in different languages.

Link for transportation

Getting around the island is effortless with the highly efficient Mass Rapid Transit system, and bus and taxi services.

MRT (mass rapid transit) service: 65 stations and 106 trains serving 1.071 million average passenger trips daily

The trains operate almost round-the-clock, from 5:45 am to 12:15 am.

LRT (light rail train) service: 14 stations and 19 trains serving 40,805 average passenger trips daily

Taxi service: 4 groups of operators running a fleet of 19,007 taxis

The four main taxi firms

CityCab

Comfort

Tibs

Yellow-Top,

There are three companies providing public bus services

SBS (the red and white buses)

Trans Island (the yellow and white ones)

Singapore Shuttle Bus (the smaller, orange colored ones).

Fares range from 70 cents to \$1.40 for non-air-conditioned buses, and from 80 cents to \$1.70 for air-conditioned buses.

Publications

Newspapers

Asia one

<http://www.asiaone.com/>

Asian Wall Street Journal

<https://www.awsaj.com.hk/awsj2/index.html?source=PWSLE4EIH1N>

Berita Harian

<http://www.bharian.com.my/>

The Business Times

<http://business-times.asia1.com.sg/>

Business World

<http://business-times.asia1.com.sg/>

Channel News Asia

<http://www.channelnewsasia.com/>

Computer Times

<http://computertimes.asia1.com.sg/>

The Electric New Paper

<http://newpaper.asia1.com.sg/>

Guang Zhou Ribao

<http://www.gzdaily.com/>

International Herald Tribune

<http://www.iht.com/>

Lianhe Zaobao

<http://www.zaobao.com/>

Little Speck

www.littlespeck.com

Singapore Business Times

<http://business-times.asia1.com.sg/>

Now firmly established as South-east Asia's leading business daily, BT brings to its readers each day a comprehensive and concise package of corporate, financial, economic and political news, analysis and commentary.

The Straits Times

<http://straitstimes.asia1.com.sg/>

The Straits Times strives to be an authoritative provider of news and views, with special focus on Singapore and the Asian region.

Tamil Murasu

<http://tamilmurasu.asia1.com.sg/>

Today Online

<http://www.todayonline.com/>

Safety

Emergency contact numbers

Consulate Info

Franklin Lavlin

Address: 27 Napier Road, Singapore 258505

Telephone: (65) 6476-9100

Fax: (65)6476-9340

For American Citizen Services, we are open from 8:30 AM to 12:00 Noon and from 2:00 PM to 3:30 PM.

Sites Used For Research

Singapore Economic Development Board

www.sedb.com

Greenwich Mean Time

<http://www.greenwichmeantime.com/time-zone/asia/singapore/currency.htm>

US Embassy in Singapore

<http://singapore.usembassy.gov/index.shtml>

Cost of Living

<http://www.expatsingapore.com/faq/faqcost.shtml>

US Companies Operating in Singapore

http://www.us-asean.org/ussfta/FTA_COMPANIES.doc

Sydney

City Overview

Brief History

Sydney, Australia's oldest and largest city, was founded in 1788 when the 1st English settlers arrived following the arrival of Captain James Cook and his crew on the Endeavour at Botany Bay in 1770. However, Aborigines had been roaming the continent for perhaps 60,000 years. Today, Sydney is home to the world's largest natural harbour and proud host of the 2000 Olympic Games.

Culture

Sydney is a society composed of primarily British and aboriginal decent, with a cosmopolitan and egalitarian cultural climate, which makes Sydney one of the world's largest cultural mixing-pots.

Weather

Summer: Dec-Feb; average temperature: 80° F

Autumn: March-May; average temperature: 70° F

Winter: June-Aug; average temperature: 60° F

Fall: Sept-Nov; average temperature: 75° F

Temperate Climate; Temperatures average around 25°C (77°F), though may reach over 40°C (104°F) in summer

Exchange Rates

1 U.S. Dollar = 1.32286 Australian Dollar

1 Australia Dollar = 0.755939 U.S. Dollar

*Note: 1 Australian dollar = 100 cents

*Australia does not accept Euros

Currency converter: www.iccfx.com/?ref=www.australia.com&L=en&C=US

Other helpful website:

www.australia.com/plan_your_trip/Useful_travel_info/Entry_formalities/currency_information/Useful_Info_ALL.aust?L=en&C=US

Cost of Living

www.acfr.usyd.edu.au/acfr-info/join-us/living-in-sydney.html

www.australia.com/plan_your_trip/Useful_travel_info/Entry_formalities/budgeting_guide/Useful_Info_In_Table_ALL.aust?L=en&C=US

Job/Internship Search

Job Boards

www.goinglobal.directemployers.com/international.asp

www.student-part-time-jobs.com/student_jobs_australia.asp

www.bcl.com.au/sydney/jobs.htm

www.workplace.gov.au/workplace/Individual/Migrant/
www.campuscareercenter.com
www.bestjobsau.com
www.workingin-australia.com

Internship Boards

www.goinglobal.directemployers.com/international.asp
www.goinglobal.com/countries/australia/australia_work.asp
www.goabroad.com
www.internabroad.com/
www.australearn.org/
www.studyabroad-cis.com/
www.globalexperiences.com/
www.study-australia.com/
www.bunac.org/usa/
www.culturalembbrace.com/3135739_24622.htm
www.kingsbrookusa.com/
www.ciee.org/work.aspx
www.brockportabroad.com/secondlvl/australia_2nd.html
www.ccusa.com/PROGRAMS/DU/intro.aspx
www.gowithcea.com/pf@city=sydney/hi/highlights.html

Curriculum Vitae & Resume Writing

www.goinglobal.com/countries/australia/resume.asp

Overview of Industries in Australia

Employers by Industry

<http://yahooicareers.seek.com.au/users/jobmail/yahoojobmailpromo.aspx?Layout=yahoojobmailpromolayout.aspx>

American Companies operating in Australia

Target, K-Mart, McDonald's, Subway, Krispy Kreme & Shell – just to name a few

Student Visas & Work Permits

Organizations who provide Work Visas

Dept. of Immigration & Multicultural & Indigenous Affairs
Telephone #: 13 18 81
www.immi.gov.au
www.immi.gov.au/study/working/index.htm

Student Visa Types & Conditions

www.immi.gov.au/study/visas/index.htm
www.immi.gov.au/allforms/working.htm
<http://studyinaustralia.gov.au/Sia/en/StudyCosts/Working.htm>
https://secure.migrationexpert.com/content/immigration_australia.asp?fid=100036

Consulate Information

United States Consulate
Level 59, MLC Ctr., 19-29 Martin Pl.
Sydney, NSW 2000
Telephone #: 02 9373 9200
After-hours emergency #: 4422 2201
Fax: 9373-9184
www.embassy.gov.au

Housing

Housing Links

<http://studyinaustralia.gov.au/Sia/en/StudyCosts/Accommodation.htm>
<http://australia.accommodationforstudents.com/Sydney.asp>

Universities

The University of New South Wales – www.unsw.edu.au/
The University of Sydney – www.usyd.edu.au/
Macquarie University – www.mq.edu.au/
University of Technology, Sydney – www.uts.edu.au/
University of Western Sydney – www.uws.edu.au/

Insider Tips

<http://studyinaustralia.gov.au/Sia/en/WhyAustralia/studentstories>

Attractions/Transportation

Attractions

AMP Tower (360° panoramic view)
Anzac War Memorial
Areas: (Balmain, Domain, Glebe, King's Cross)
Art Gallery of New South Wales – www.artgallery.nsw.gov.au/
Australia's Northern Territory & Outback Centre – aboriginal art
Australian Museum – www.amonline.net.au
Australian National Maritime Museum – www.anmm.gov.au
Beaches (Bondi, Manly, Newtown)
Chinatown (Chinese Garden of Friendship, Paddy's Markets, Market City)
Circular Quay
Cockle Bay
Darling Harbour (Sega World, Australian National Maritime Museum, Powerhouse Museum)
Fox Studios – www.foxstudios.com.au/
Hogarth Galleries Aboriginal Art Centre
Hyde Park (and Hyde Park Barracks)
Luna Park Sydney – www.lunaparksydney.com
Macquarie Street

Markets:

Paddington Markets – (also called Paddy's Market) – 800 stalls in 2 locations
Sydney Fish Market
Sydney Markets – fresh food market at Flemington

Museum of Contemporary Art – www.mca.com.au/
Museum of Sydney
Olympic Site
Oxford Street
Powerhouse Museum – www.powerhousemuseum.com.au
Queen Victoria Building – 200 shops
Royal Botanic Gardens
St. Andrew's Cathedral
St. Mary's Cathedral
Sydney Aquarium
Sydney Harbour Bridge (Bridge Climb)
Sydney Opera House
Sydney Tower
Taronga Zoo
The Mint
The Rocks – www.therocks.com
Vaucluse House
Waratah Park

Entertainment

Websites:

<http://sydney.citysearch.com.au/>
www.destinationsydney.com/
www.visitnsw.com.au

Sporting Events (and telephone numbers):

Baseball – 9552 4635
Basketball – (03) 9576 2427 – www.nbl.com.au
Cricket – 9261 5155
Football (Australian Rules Football) – AFL
Rugby League – 9232 7566 – www.nrl.com/
Rugby Union – 9747 2400 – www.nsw.rugby.com.au/
Soccer – 9629 1800 – www.soccernsw.com.au/
Tennis – 9331 4144

Major Sport Venues:

Aussie Stadium – 9360 6601 – www.aussiestadium.com.au
Sydney Cricket Ground – 9360 6601
Sydney International Tennis Centre – 8746 0777
Telestra Stadium – 8765 2000

Other:

Galleries
IMAX Theatre – www.imax.com.au
Museums
Star City Casino – legal gambling age is 18 years
State Theatre – performing arts
Surfing – www.letsgosurfing.com.au
Sydney Dance Company – www.sydneydance.com.au/
Sydney Opera House – www.sydneyoperahouse.com/
Sydney Theatre – drama & dance

Transportation

Public Transportation Information

Telephone: 131 500 (6am-10pm, 7 days)

Website: www.131500.com.au/

Airport: Sydney Airport (formerly known as Kingsford Smith) – 6 mi. south of city centre

The public transport in Sydney is an integrated system and one ticket can get you traveling by bus, ferry or train to almost any part of the city

Buses

Shorelink – North Shore & City

Sydney Buses – NSW State Transit Authority

Westbus – Western Sydney & The Hills District

Main bus terminal locations: Circular Quay, Wynyard, Town Hall, & Central Station

Sydney Buses Website: www.sydneybuses.nsw.gov.au/

Sydney Explorer – Sydney's only guided bus tour

35 km. circuit of major attractions in the City, The Rocks, Sydney Opera House, Kings Cross, Chinatown, Queen Victoria Building and Darling Harbour

Ferries

Sydney Ferries Corporation – www.sydneyferries.info/ OR

www.sydneyferries.nsw.gov.au/

Taxis (and phone numbers):

Local & National – 1223

Legion Cabs – 13 14 51

Premier Cabs – 13 10 17

RSL Cabs – 13 22 11

St. George Cabs – 13 21 66

Taxis Combined Services –

Easy to find taxis at: Circular Quay, Wynyard Station, & Town Hall Station

*Note: There is a 20% tariff increase between 10 pm-6am to the normal fare. Visa card is not accepted.

Trains

Metro Light Rail (MLR) – 24 hours, 7 days

Infoline: 02 9285 5600

Website: www.metrolightrail.com.au

Metro Monorail – 15 minute loop around CBD with 8 stops

leaves every 3-5 minutes

single trips or day passes

Infoline: 02 9285 5600

Website: www.metromonorail.com.au

RailCorp: www.railcorp.nsw.gov.au

CityRail – City Circle Line terminal locations: Circular Quay,

Wynyard, Townhall, Central, Museum, St. James, & Martin Place Station

“City Hopper” pass – unlimited all day travel in King's Cross, North Sydney, & Redfern

Website: www.cityrail.nsw.gov.au/

CountryLink: www.countrylink.com.au/

Central Railway Station – main junction for interstate and intrastate rail services

Water Taxis (and phone numbers):

Beach Hopper Water Taxis

Dolphin Water Taxis

Water Taxis Combined – 1 300 666 484

Yellow Water Taxis – King St. Wharf & Circular Quay East –
02 9299 0199
www.yellowwatertaxis.com.au

Car Hire Companies (and phone numbers):

Avis 9353 9000 or 136333
Budget 132727
Hertz 133039
Thrifty 1300 367 227

SydneyPass

-available for three, five, and seven days - provides unlimited travel for the duration of the ticket on all CityRail trains within a bounded area, on Sydney Buses and on all Ferries, including premium services and cruises

DayTripper

an all-in-one day ticket that provides access to all three modes of transport in Sydney. Ticket holders can utilize all regular Sydney Buses, Sydney Ferries and CityRail Suburban Services within a bounded area

Publications

Newspapers

Three daily newspapers:

The Sydney Morning Herald - www.smh.com.au

The Australian – www.theaustralian.news.com.au

The Daily Telegraph – www.dailytelegraph.news.com.au

Also: The Australian Financial Review – business newspaper

The Sun-Herald – the Sunday newspaper

Sydney Media List: <http://www.mondotimes.com/1/world/au/180/4445>

Safety

Link

www.australia.com/plan_your_trip/Useful_travel_info/Entry_formalities/health_and_safety/Useful_Info_Australia.aust?L=en&C=US

Emergency Contact Numbers

Ambulance, Fire, or Police - 000 anywhere in Australia

Crisis Centre – 9358 6577

Dental Emergencies – 9211 2224

Directory Assistance:

Local & National – 1223

Overseas – 1225

Life Line – 13 1114

Poisons Information – 131 226

Pharmacy (24 hours) – 9235 0333

Rape Crisis Centre – 9819 6565

Consulate Information

United States Consulate

Level 59, MLC Ctr., 19-29 Martin Pl.

Sydney, NSW 2000

Telephone: 02 9373 9200
After-hours emergency: 4422 2201
Fax: 9373-9184
www.embassy.gov.au

Other

Public Holidays

January 1- New Year's Day
January 6 - Australia Day
March-April - Easter
April 25 - Anzac Day
Second Monday in June - Queen's Birthday
First Monday in August - Bank Holiday
First Monday in October - Labour Day
December 25 - Christmas Day
December 26 - Boxing Day

Other Helpful Numbers

Country Code (Australia) – 61
City Code (Sydney) – 02 (*Note: Drop the zero if calling from overseas)
International Dialing – 00 + 11 + country code
Local Directory – 12455
STA Travel – 9212 1255
Sydney Visitor Centre – 9240 8786
Time – 1194
Weather – 1196

Other Helpful Websites

Australian Travel & Tourism network: www.atn.com.au
Discover Australia Holidays: www.discoveraustralia.com.au
Let's Go: www.letsgo.com/AUS/00-Discover-1
Lonely Planet: www.lonelyplanet.com/destinations/australasia/australia/
Migration: www.migrationexpert.com/register.asp?type=1&fid=100036&q=sydney%20australia
Nomad's World: www.nomadsworld.com/location.asp?backpack=sydney
Tourism New South Wales (NSW): www.sydneyaustralia.com
Travel Mall: www.oztravel.com.au
www.all-abroad.com/stories/sydney.htm
www.sydneycity.net
www.sydney.com.au

TOKYO

Basic Facts

Area: 2,168 sq km
Population: 12 million
Country: Japan
Time Zone: GMT/UTC +9 (Standard Time)
Telephone Area Code: 03
(Lonely Planet)

Attractions

Lonely Planet

Ginza – shopping district

Hama Rikyu Detached Palace Garden - Tokyo's greenest and most finely landscaped real estate

Imperial Palace

Shinjuku – Japan's largest entertainment district

Tokyo Disneyland – includes new DisneySea resort next door

Ueno-koen park – for strolling, museum-hopping and temple-gazing

Off the Beaten Track

Kite Museum, Bonsai Park, Sony Building, Tokyo National Museum, Tsukiji Central Fish Market
<http://www.gojapan.about.com/cs/kantoregion1/a/foodthemepark.htm>

Mt. Fuji – not too far from Tokyo

Food Theme Parks

Ikebukuro Gyoza Stadium

Yokohama Curry Museum

Shin-Yokohama Ramen Museum

Studio Ghibli Museum – located in the Mitaka Inokashira Park, Tokyo

Observatory – Sunshine City Building and Tokyo Tower

Sanrio Puroland – theme park of Sanrio characters, such as Hello Kitty

Shibamata – old building famous for a popular Japanese movie, “Otoko wa tsuraiyo”

Japan-US Relations (Embassy of Japan)

On September 8, 1951, Japan and the allied countries including the United States signed the San Francisco Peace Treaty, formally ending WW II and starting a new era of Japan-U.S. relations. Since then, Japan and the U.S. have overcome many challenges together and developed their relationship into “the most important bilateral relationship, bar none” (the late Senator Michael J. Mansfield, former U.S. Ambassador to Japan). Japan-U.S. relations are based on shared interests and also on shared values and principles such as freedom and democracy. In the history of the world, it would be difficult to find two other nations who engaged in war and have so rapidly established such a strong partnership like Japan and the United States.

The majority of both Japanese and U.S. nationals have excellent views on Japan-U.S. relations. A poll released by the Ministry of Foreign Affairs of Japan on July 15, 2004 showed that 68% of the U.S. “general public” group and 89% of the U.S. “opinion leaders” group regarded Japan as “a dependable ally or friend.”

Areas Of Tokyo (Tokyo Past and Present)

1. Imperial Palace/Tokyo Station Area – political and financial nucleus
2. Ginza – pedestrian paradise of posh department stores and boutiques
3. Omotesando and Aoyama – fashion central
4. Shibuya and Harajuku – capital of youth culture
5. Roppongi and Shiodome – changing face of Tokyo
6. Odaiba – on the front lines of leisure
7. Asakusa – where the cityscape of yesteryear lives on
8. Ueno – cultural facilities and old downtown atmosphere

Getting Around

Subway system (there are 12 lines)

Buses are more difficult to use and are not as efficient as the subway system. Lonely Planet however does not recommend cycling.

Japanese Visas (Embassy of the United States: Japan)

Other Americans have told us that useful books to consult include The Japan Times' "Immigration: A Guide to Alien Procedures in Japan," and "A Guide to Entry, Residence and Registration Procedures in Japan for Foreign Nationals" published by the Japan Immigration Association.

The International Center at the University of Tokyo provides an online guide to study in Japan that people have found helpful in the past.

Japanese Ministry of Foreign Affairs' Guide to Japanese Visas is a good single-source for visa information. (Here's a blurb on “The Visa System in Japan” section)

Why Are Visas Necessary?

In principle, foreigners wishing to enter Japan (with the exception of shipping and airline crews) are required to apply at an overseas Japanese diplomatic establishment (embassy or consulate) for a visa to be stamped in or attached to their passport valid for travel to Japan.

Under Japan's Immigration Control and Refugee Recognition Act (hereafter referred to as the Immigration Control Act), it is stipulated that any foreigner wishing to enter or land in Japan must possess a valid passport and a visa obtained from an embassy or consulate. In other words, when foreigners apply to an

Immigration Inspector (immigration officer) at a port of entry or departure (hereafter referred to as a port of entry) of an airport or seaport for an examination for landing, one of the conditions that they must meet is possession of a valid visa.

Accordingly, if a foreigner does not possess the necessary visa, in principle he or she is not granted permission to enter Japan.

Characteristics of a Visa

The Ministry of Foreign Affairs receives many inquiries about visas, such as, "What is a visa?", "How should I go about obtaining a visa?", and "Are there any obstacles to entering and residing in Japan even after obtaining a visa?" Also, the ministry receives quite a few inquiries and even complaints from people who confuse the visa issued by an embassy or consulate and the landing permission (or status of residence permission) granted by an immigration officer belonging to the Ministry of Justice. These people ask such questions as, "How can I extend my visa?" (meaning status of residence permission) and "I cannot understand why my application for a visa extension has been rejected" (again, they mean status of residence permission). Often problems seem to occur at the time of entry into Japan because of inadequate knowledge or misunderstanding. We hope that this pamphlet will increase your understanding of Japan's visa system and assist in preventing these problems.

Bibliography

"Tokyo Past and Present." <http://web-japan.org/tokyo/top.html>

"Embassy of the United States: Japan." <http://japan.usembassy.gov/e/acs/tacs-7108b.html>

Websites

Planet Tokyo – A Traveler's Guide to Japan.

www.pandemic.com/tokyo

This is a hip and trendy website dedicated to all the basic touristy information. Includes anecdotes of personal experiences and information on places outside of Tokyo.

BootsNAll Travel: The Ultimate Resource for the Independent Traveler.

www.bootsnall.com/asiatravelguides/tokyo

Here you will find links to all of the articles in the Tokyo Travel Guide, from monthly updates to related pieces. One link takes you to reading list of books attempting to "deal with the enigma that is Japan."

Tokyo Internet and City Guid - The Search Beat. <http://regional.searchbeat.com/tokyo.htm>

This website is the "yellowbook" of all things related to Tokyo. It directs you other online Tokyo resources, including City Guides, Clubs and Organizations, Events, Restaurants & Bars, Travel and Tourism, Volcano Islands and Wards. It also provides dozens of links related to each of the following categories: (1) Tokyo Arts, Culture and Museums, Attraction and Travel; (2) Tokyo Media and Sports, (3) Computers and Issues, (4) Tokyo Business, (5) Education and Government, (6) Top Japan and Asian Websites. For those who want to know everything about anything in Tokyo, from information about Tokyo's Disneyland to Tokyo's Stock Exchange, be sure to check this site out...

Tokyo Airport Hotel Guide.

<http://www.airporthotelguide.com/tokyo/>

"Welcome to the Tokyo Airport Hotel Guide. We are your single source for hotel listings near Tokyo Narita International Airport. We offer a full array of services including hotel reservations, car

rentals, airport and attraction information, and many other services. Tokyo airport hotel reservations start here. Airport Hotel Guide is the traveler's source for discounted hotel rates around the airport. Visitors will benefit from our comprehensive hotel listings. Whether you're on a budget, traveling with your family on vacation or visiting on business, our airport hotel guides will help you find the accommodations that suit your specific needs."

Tokyo Facts for the Traveler – Lonely Planet Guide

http://www.lonelyplanet.com/destinations/north_east_asia/tokyo/facts.htm

Lonely Planet is always a favorite for tourists, so be sure to check out the website, if you're not already buying the book. Offering information on attractions, events, history and other cultural experiences, Lonely Planet informs readers without making them feel stupid. The only thing nicer about the online version is that it's free!

Tokyo Attractions – Tokyo Sightseeing – Japan <http://gojapan.about.com/cs/tokyosightseeing/>

As the title indicates, this site focuses mostly on attractions, such as theme parks, museums, cruises, and tours. It provides links to Food Theme Parks, the Studio Ghibli Museum, the Observatory (the Sunshine City Building and Tokyo Tower), and many other tours.

Embassy of Japan Washington DC

<http://www.us.emb-japan.go.jp/english/html/index.htm>

This website is for the Japanese embassy in Washington DC, it provides a link for information on visa application and locations for consulates in other states in the United States. It also provides information on US-Japan relations and other cultural and historical information.

Tokyo University of Foreign Studies

<http://www.tufs.ac.jp/common/is/ryugakusei/isepe/>

TUFS is a national university offering undergraduate and graduate programs related to the study of world languages, cultures and societies, and international relations. The International Student Exchange Program at TUFS is designed for international exchange students coming to Tokyo University of Foreign Studies under student exchange agreements. It provides them with the opportunity to acquire a firm understanding of Japan and its place in the international community. The site also provides some information on the city itself

US embassy in Tokyo, Japan

<http://japan.usembassy.gov/t-main.html>

As the title suggests this is the website for the US Embassy in the Tokyo, it also provides links for US consulates in other locations in Japan. The website provides information on location of the embassy as well as ways to contact them. It provides information on safety and security as well as a list of resources such as a list of English speaking hospitals.

American Chamber of Commerce in Japan

http://www.accj.or.jp/accj.or.jp/content/01_home

Established in 1948 by representatives of 40 American firms, the American Chamber of Commerce in Japan (ACCJ) has grown into Japan's most influential organization representing the interests of international businesses in Japan, with close to 3,200 individual members representing more than forty countries and 1,300 companies. Also on the site there is a job posting and resume building link. There is also a link to a guide to living in Japan.

World Press Review list of Tokyo newspapers

<http://www.worldpress.org/newspapers/ASIA/Japan.cfm>

This site provides a list of newspapers published in Japan along with links to their websites. It also provides the type of newspaper such as if it is regional or national or political party affiliation.

Living in Japan

<http://www.japan-guide.com/e/e625.html>

This site tells you everything you need to know to live in Japan while you work. It provides information on how to find an apartment, the cost of living, banking, holidays, and what to do in an emergency.

Japan National Tourist Organization

<http://www.jnto.go.jp/eng/>

This site gives lots of information on things to do, places to stay, where to eat. You can browse through the types of festivals which will be occurring during your stay, or take a look at the free attractions list. You can even look up the weather and plan your itinerary accordingly.

Japan Guide

<http://www.japan-guide.com/>

This online guide provides information for traveling and living in Japan. Need to find an apartment? Want to understand how the bus and train system works in Tokyo? Trying to plan visits to other parts of Japan? Then this site is the perfect place for you because all of these questions are answered in a clear manner.

Tokyo Connections job listings

<http://www.tokyoconnections.com/>

Looking for a job in Tokyo? This site provides you with a listing of different jobs, recruitment agencies and grants and scholarships. Through the links provided you can search for teaching jobs or and internship.

Tokyo Metropolitan Government

<http://www.metro.tokyo.jp/ENGLISH/>

This is the website for the Tokyo Metropolitan government and from it you can learn about government officials and more about the city itself. This site also provides information on attractions in Tokyo and a guide for foreign residents such as emergency numbers and an advisory center.

Japan Student Services

http://www.jasso.go.jp/index_e.html

This website contains information every student interested in studying in Japan should know. It provides information on the different colleges and universities, scholarships, and student support programs.

Study in Japan

<http://www.studyjapan.go.jp/en/index.html>

Want to study in Japan? This website provides valuable information for prospective and current students in Japan. On this website you can search for schools and associations. There is information about the culture and history and advice on what you will need once you arrive.

