



ADVICE & TIPS – LITHUANIA



Lithuania has a higher percentage of university graduates than the other Baltic states and all five of Lithuania's major cities have their own universities, but companies find it difficult to retain skilled graduates, especially in high technology sectors, because they are leaving to pursue higher salaries abroad.

Although no graduate employment statistics are available, the general sense is that Lithuanian-based companies would welcome UK and EU graduates, especially those qualified or experienced in high technology areas.

There are considerable labour shortages across various sectors, including financial services, banking, construction, real estate, manufacturing, food services, retailing and government, although language barriers and low wages may be a disincentive.

Some Lithuanian university programmes in management and business administration are currently being assessed by international experts. This implies that Western qualifications and experience in these fields are likely to be valued by Lithuanian employers.

Rapid growth in financial, banking and real estate services has generated demand for specialists in these fields and starting your own business offers potential opportunities.

Lithuanian is the official language, and Polish and Russian are also spoken by the sizeable minority communities and taught in schools as optional subjects. Russian, Polish, English and German are used for international commerce.

Knowledge of Lithuanian is an obvious advantage when seeking employment.

Due to Lithuania's location between Eastern and Western Europe, language skills are highly valued by employers.

You are well advised to use any contacts (your network) you might have to find a job in Lithuania. Sending a speculative application to the local office in which you would like to work is a reasonably successful strategy in Lithuania. Lithuanian employers value a good academic background, linguistic and computer skills and an understanding of business.

An important piece of advice is to learn Lithuanian, for this is an obvious advantage when applying for a job in Lithuania.

The Application Letter

In general a letter of application should create enough interest to make the potential employer want to look at your application in more detail and hopefully invite you for an interview. Your application letter, however, should not provide too much information about experience and qualifications; this will be provided in your CV.

In Lithuania, when personal contacts lead to an application, the first phase of having to write an application letter is often replaced by less-formal telephone or e-mail contact. The Testi ed informazioni tratti da www.eurograduate.com e www.prospects.ac.uk

cover letter in Lithuania should be short (maximum one page) and typed. You should especially expand on diplomas and degrees, languages spoken, important skills, and positions held so far (work experience and positions of responsibility).

The Curriculum Vitae

The key focus of your CV should be to persuade the employer to invite you for an interview. Therefore your CV is a marketing tool, which should be adapted to the market in which you intend to use it. In Lithuania, educational experience is briefly discussed. Only relevant education is mentioned. It is important to mention your English skills on your CV. Languages are considered very important in Lithuania. Besides Lithuanian, Russian is widely spoken.

It is important to pay attention to the layout and make sure your CV is well structured and focussed. Each item is briefly discussed, almost in a 'shopping list' format. Mention your skills in your CV. Do also mention (relevant) membership of associations and/or clubs. It's becoming more popular to apply for a job via the internet. Be aware of the fact that an electronic CV does not always look the same as the standard one.

The Application Procedure

You should realise that interviews are the most important part of the application procedure in Lithuania. It is important to look interested, therefore ask questions during the interview. It is good to provide examples to prove your achievements.

Never sit until invited in an application interview in Lithuania. Do not forget to bring copies of your diplomas and references to the interview and never criticise former employers. Furthermore, do not exaggerate, but stay calm and stick to the facts.

What's like working in Lithuania?

- Dress codes tend to be formal and meetings may include extensive small talk. Invitations to meals should not be declined, although business is not usually discussed at the table.
- Employment legislation still places considerable restrictions on fixed-term contracts and overtime beyond the normal maximum working week of 40 hours.
- The minimum annual leave entitlement is 28 days.
- Although salaries have been rising rapidly (by 19% in 2006), Lithuanian salaries are very low compared with the West. In the first quarter of 2006, the average gross monthly wage was LTL 1,437 (£280.51). However, the cost of living is amongst the lowest in Central and Eastern Europe, with monthly expenditure per person calculated at LTL 578 (£112.83) in the most recent statistics (2005)
- Personal income tax is levied at either 15% or 27% (the latter set to fall in 2008), plus a social insurance contribution of 3%