

CLUB EMPLOI

If you'd like to benefit from individual support by the **Club Emploi** team, please contact your personal ADEM counsellor.

Club Emploi is located at these two regional ADEM agencies:

ADEM
Agence de Luxembourg
13A, rue de Bitbourg
L-1273 Luxembourg (Hamm)

ADEM
Esch-Belval
1, boulevard Porte de France
L-4360 Esch/Alzette
1st floor

Opening hours:

Monday to Friday
08h00 to 12h00
13h00 to 17h00



FACILITONS L'EMPLOI

CLUB EMPLOI



The right place to prepare
your job application and CV

Club Emploi provides everything you need in order to prepare your application documents:

- Computers
- Access to the Internet and to ADEM's JobBoard
- Colour printers for printing your CV
- Scanner for photos and other documents
- Practical information about the application process
- Newspapers

A motivated and experienced team is at your side to advise and assist you in drafting your CV and preparing your application documents.

The services offered by Club Emploi are free of charge and open to all jobseekers registered with ADEM.

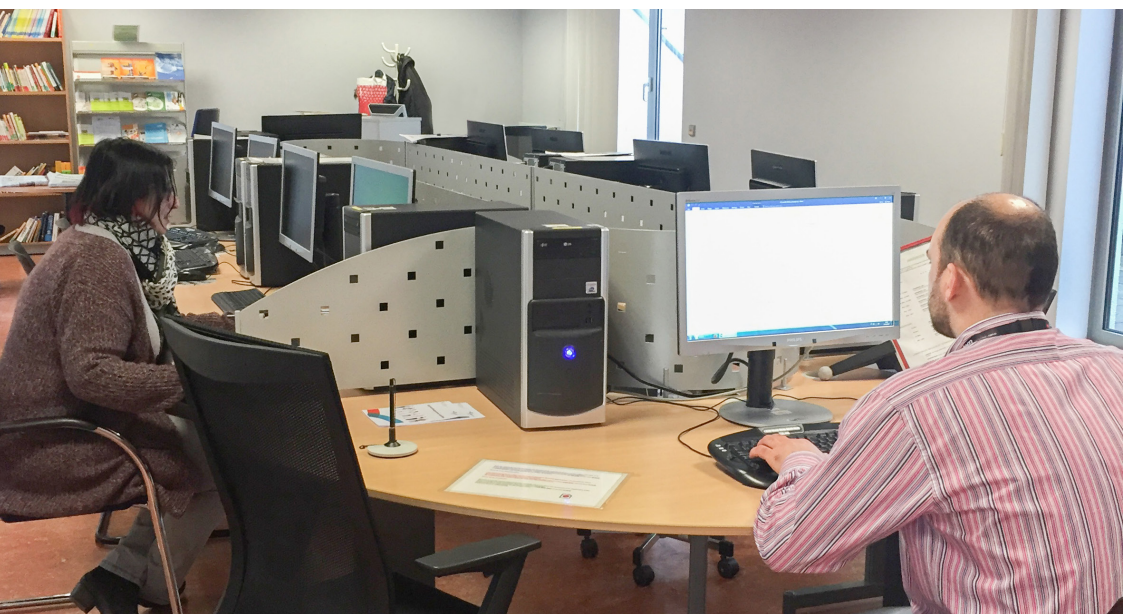
When visiting Club Emploi, please bring:

- your ADEM registration card ("carte bleue")
(or any other document stating that you are registered with ADEM)
- a USB-Stick
- your login data for ADEM's JobBoard
(if your account is activated)

If you'd like to write your CV, please bring:

- a recent photo
- a social insurance certificate ("*certificat d'affiliation*") which can be requested at the Social Security Centre (CCSS): www.ccss.lu
- a list of your jobs abroad
- copies of your diplomas / training certificates

Don't forget to bring your USB stick!



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