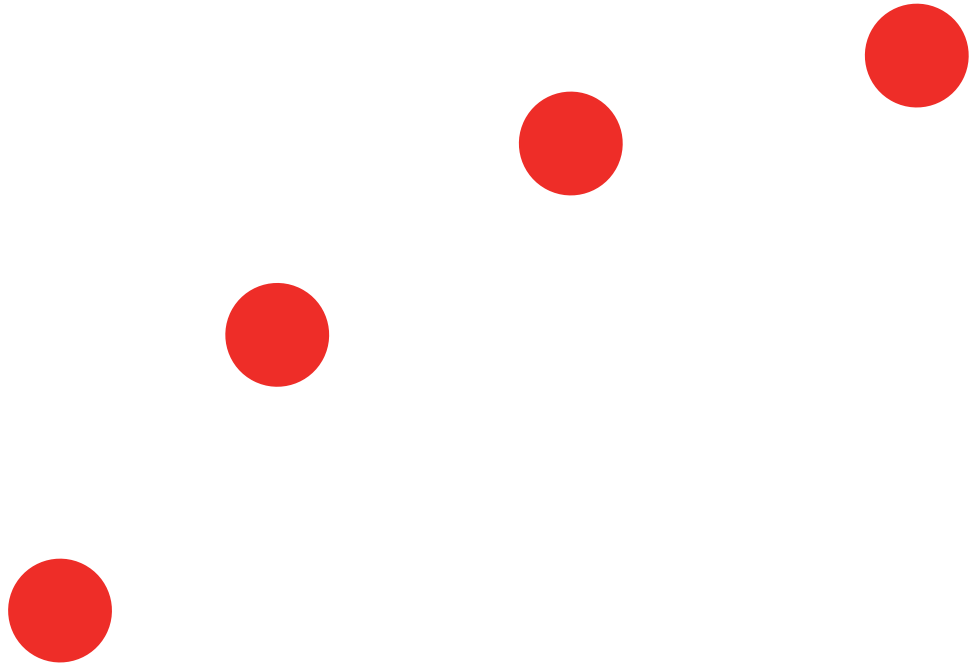


ZARABINA

FAIR CAREER AND TRAINING OPPORTUNITIES

**We strengthen
and develop skills for
maximum opportunities
on the employment
market**



What makes ZARABINA special is that our entire team works according to the methods of the Swiss Career Qualification Programme – CH-Q®.

ZARABINA is the only organization in Luxembourg that uses internationally recognized competence management as the basis for all consulting services offered. The staff are accordingly highly qualified and use these counselling methods for entry or re-entry to the labor market as well as health-oriented career counselling.

CH-Q® is the highest European standard in competence management for vocational training and is a guarantee for successful work.

ZARABINA – The optimal partner in qualification for the labor market

We at ZARABINA are contact persons for all men and women who wish to work in Luxembourg. Developments on the labor market are constantly changing, and so are the demands for the required qualifications. Employability is no longer limited to specialist knowledge, but to a large extent also depends on the ability to apply skills from all areas of working life.

We stand out because we value people with all their personal resources and acquired experience. In conjunction with our clients we develop available skills and capabilities.

Sufficient time is taken to build up skills and capabilities so that our clients can succeed in gaining a foothold on the labor market whilst advising and supporting them along the way.

We are **unique in Luxembourg**

What we do

ZARABINA is there for men and women who need support on their way to suitable employment. Training is the key to success in the working world. We guide our clients in direct consultation and advise them on an individual and personalized basis.

Our team consists of qualified teachers, psychologists, counsellors and trainers who work according to international quality criteria. We draw on our expertise to make our clients fit for the labor market and strengthen their skills and opportunities. Long-standing experience, excellent networking and the widest range of contacts enable us to guide them to a suitable occupational future.

What drives us

A pivotal guiding principle of our work is to take a critical stance on the constantly-changing society and to help obviate negative developments. We rigorously participate in socio-political debates and are thoroughly familiar with the challenges of a multicultural society and the increasing skills shortage. We actively promote equal opportunities and strive for sustainable solutions. We

advise our clients on the employment market, set milestones jointly, and open up new prospects. Our success proves us right – this is our driving force and is made possible only by the fact that we set the highest standards for ourselves and the quality of our work.

Competent, transparent and intelligent

Our highly-qualified counsellors take care of the individual and personal development of jobseekers seeking to turn to and making a career switch on the Luxembourg labor market.

Together with our clients, we work on individual goals based on transparent and established standards. And because these goals are set jointly, they inspire commitment that has a positive effect – as clearly attested by our statistics and placement rates.

We monitor the changing employment market closely in order to stay abreast of the events at all times and to be able to detect trends early. We pursue our activities, courses and counselling accordingly and can adjust to current requirements and developments consequently.

Your occupational future is our goal

As observers of society and the Luxembourg labor market, we at ZARABINA have a reliable early-warning system when it comes to developments, requirements and course corrections, which we tackle with qualified offers.

Our focus: People and quality

We see ourselves as partners

We accompany clients from exactly that point where they are currently at, as this is the only way to delve into their personal predicament. Our professional external view enables us to communicate with our clients as partners and to view their biography in an impartial and future-oriented manner. Jointly we chart their future career path and provide further counselling where needed.

Our goal is to find suitable employment relationships for each individual – because this is the only guarantee that employer and employee would match and ensuring that the necessary job requirements are met. Because we work on the qualities, characteristics and knowledge of our clients individually, we accordingly know where their capacities and informal competences can be put to maximum use.

Certified competence

We have been using the competence management of the Swiss Career Qualification Programme CH-Q® in all our offers since 2002. Moreover, it constitutes an essential component of our human resources selection and development. As a qualification institution, our approach is to filter the personal resources of our clients so that we can show them a realistic perspective.

Together with our clients, we reflect on a variety of personal experiences ranging from working or non-working life to developing strengths and employability. These informal skills supplement formal skills which can be documented by school or work certificates, for instance. Making informal skills visible has become a major issue particularly at the European level and the tightening labor market.

We at ZARABINA can look back to established experience in this area and consider ourselves optimally equipped for the future in order to provide even more support to participants in our offerings, thanks to our quality system. Our support also extends to searching in a targeted manner, honing in on their own ability and determination, being more flexible and engaging in alternative thinking.

The most important thing for us however, is to provide appreciative care to jobseekers so they can gain more confidence in their own skills and capabilities.

Our offer to jobseekers:

- Individual and health-oriented career counselling
- Information on training and further qualification opportunities
- Recognition of occupational achievements
- Recognition of non-occupational achievements
- On-going counselling
- Job application training
- Coaching and personality development
- Support in setting up a business
- Further education and continuous training

ZARABINA asbl (non-profit association) was founded in 1995 as a contact point for women who were unemployed or returning to work.

1995

As the only such institution in the south of the country, the founders focused on women's issues and endeavored to secure a rightful place for women in the labor market.

Realistic and forward-looking projects for women have constituted the essential goal of ZARABINA from the outset. Cooperation with trade unions, the municipalities and ADEM [employment portal in Luxembourg] soon followed.

Today, the association is a fixture in the social and economic life of Luxembourg. Innovative seminars and courses have been promoted with increasing vigor from the outset and the association has managed to boost its operating efficiency and field of activity thanks to support from the Ministry for Labor, Employment and the Social and Solidarity-based Economy, and the Ministry of National Education, Children and Youth as well as various municipalities.

Today

ZARABINA carries out socially valuable tasks with its highly-qualified staff to the direct benefit of its clients.

The opening of the offer and counseling to men has been an important step in the further development of the association.

Today ZARABINA is one of the most important contact partners for all people desiring to work and develop further, who are all advised, supported and guided, irrespective of gender, origin or biography.

Every person has potential!
We help them tap it!

Advantages for jobseekers:

- Professional support according to international training standards
- Individual counselling over a longer period of time
- Practical support in profile development for the employment market
- Personal contact person who provides support and coaching
- Further training and qualification measures
- Assistance with the reintegration into work life after a physical or mental illness
- Support in becoming independent
- Cost-free offer

Reality **in mind**

While we keep reality in mind, we also have a down-to-earth and pragmatic approach. We are your service providers to guide you into the working world.

The success stories of our clients prove us right and confirms what we do. And that gets around: demand is increasing and the catchment area has expanded to the entire country. Our motto for the future is:

“We strengthen and develop skills for maximal opportunities on the employment market”

All courses, further training and personal counselling at Zarabina are cost free.

This is made possible through the support of the Ministry for Labor, Employment and the Social and Solidarity-based Economy, and the Ministry of National Education, Children and Youth and the municipalities of Esch-sur-Alzette, Roeser and Steinfort.



LE GOUVERNEMENT
DU GRAND-DUCHÉ DE LUXEMBOURG
Ministère du Travail, de l'Emploi et
de l'Économie sociale et solidaire



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