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## **City distribution**

Barcelona, with a population census of 1,605,602 on 1 January 2006, is divided into ten administrative districts, each one with its own district council, which allows a decentralised, local administration, closer to the residents.

The ten city districts are Ciutat Vella, Eixample, Sants-Montjuïc, Les Corts, Sarrià-Sant Gervasi, Gràcia, Horta-Guinardó, Nou Barris, Sant Andreu and Sant Martí.

This division of the city has its roots based on the history of the city. Ciutat Vella is the old centre of the city and the Eixample is where the city expanded after the city walls were knocked down. The other districts correspond to municipal areas which were around the old city, outside the walls, and which became part of Barcelona during the 19th and 20th centuries.

Each district is divided into different wards, each with its own personality and historic traditions.

## **Barcelona in the world**

Barcelona, the capital of Catalonia, is the second largest city of Spain in terms of population, only exceeded by Madrid. Barcelona City Council is the local public administration that represents, governs and administers the city's interests.

Spain is a member of the European Union, and Barcelona, as part of the Spanish State, is governed by the legal frameworks established by the Spanish Constitution, the Catalan Statute of Autonomy and European Union laws. A constitution is the fundamental set of principles and precedents for democratic government. It arises, among other reasons, out of the will to establish and consolidate a social, democratic State based on written laws to respect the fundamental rights of its citizens and establish an advanced democratic society.

## **Currency**

The euro (€) is the official currency of thirteen of the 27 member states of the European Union. Spain is one of these, therefore the official currency in Barcelona, since 1 January 2001, has been the euro.

## **Languages**

Catalan is the official language of Catalonia, according to the Statute of Catalonia and the Spanish Constitution, together with Castilian, the official language of Spain.

People have the right to use both official languages.

The two languages exist in a bilingual situation in Barcelona, similar to situations in other parts of the world. Catalan and Castilian are the languages understood, written, read and spoken by the majority of the population of Barcelona.

The city is open to the co-existence of, and dialogue between, different languages. The importance of tourism, and the fact that Barcelona overflows with many different cultures, means that other languages, such as English, French, Italian, German and different Arabic and Asian languages, are all heard on the streets in the city.

In the majority of shops, museums, cultural and social centres and venues in the city, the languages most commonly used for signs, notices and information are the two official languages and English, a fact which enriches the socio-cultural fabric and the everyday life of Barceloneans.

### **Incomes and cost of living**

In general, the cost of living in Spain is acceptable, and there is universal access to essential social services such as health and education.

These are as follows:

Loaf of bread: EUR 0.55

Milk (1 litre): EUR 0.73

A dozen eggs: EUR 1.75

Kilo of apples: EUR 0.74

Kilo of tomatoes: EUR 2.5

Bottle of shampoo: EUR 3

Deodorant: EUR 2

Skirt or trousers: EUR 60

24 hr flat rate ADSL connection: EUR 39

Hamburger: EUR 2.80

Set menu: from EUR 7

Salaries comprise the total economic earnings that the worker receives for services supplied. Their structure is established by collective bargaining, and comprises the basic salary and fringe benefits, such as for length of service, special payments (normally two, one at Christmas and the other in summer), share in profits, bonuses, and other perks specific to the job.

Salary payments must be made at intervals no greater than one month, with monthly payment being the most common in Spain

## **Working in Barcelona**

In Spain, people normally complete application forms provided by companies and also send a CV, together with a covering letter.

If you make personal applications you should select the type of company you target and try to find out about them before applying for a job. The covering letter and CV should clearly show what type of work you want and are qualified to do and what the company has to gain by accepting your application.

### **Your CV:**

Although there are no hard and fast rules on how to write your CV, this section includes some advice. It must be structured, clear, concise and written using a word processor. It is advisable to use a maximum of two DINA4 pages. It is not necessary to attach a photograph although this may be useful for some positions. Only attach qualifications and certificates if requested. These may be brought to the interview. Use plain and simple language, and avoid using acronyms and abbreviations.

The maximum duration of ordinary working time is an average of 40 hours per week of actual work, calculated on an annual basis