

FAQs: Employment Permits

Thank you for your questions during our live webinar. Below are the responses which have been collated by the Department of Enterprise, Trade and Employment. You can find their full set of general FAQs relating to employment permits [here](#)

1. How long is the Work ID valid before it is deleted?

There is a cut-off deadline of **28 days** from starting any application to submitting it. If an application form has not been submitted or completed within 28 days, it is deleted for data protection purposes. In such instance, it is not possible to retrieve the application and the applicant must begin the application process again.

2. Can you clarify if all advertisements in the series of ads need to be done or only some?

All elements of the Labour Market Needs Test must be completed [Labour Market Needs Test - DETE \(enterprise.gov.ie\)](http://enterprise.gov.ie)

3. Can you clarify impact of deductions for say accommodation on the application?

In order to achieve the minimum remuneration of €30,000 based on a 39-hour week, basic salary and health insurance payments are the only two components allowed.

Salary refers solely to basic pay. Salary shall not include any bonuses, shift allowances, overtime etc. Deductions cannot be made outside of the required statutory deductions Tax, PRSI etc.

4. Can the Newspaper ad and Online ad run after the 28 days of the Jobs Ireland ad?

Yes. Please note that all advertising must be completed prior to submitting an employment permit application.

5. A chef now on critical skills list? Does that negate need for labour markets needs test?

A Chef is not an occupation on the Critical Skills Occupation List.

6. I have a permit granted on the 7 of July this year but I am still waiting on a travel permit for the Indian embassy is there anything I can do to speed it?

The granting of a travel visa is not within the remit of the Department of Enterprise, Trade and Employment. You can contact the Department of Justice Immigration Service Delivery in respect of travel and residence visa requirements [Home - Immigration Service Delivery \(irishimmigration.ie\)](http://irishimmigration.ie)

7. If a candidate hired was made redundant previously, what additional documents are required to be submitted with the application?

In relation to LMNT waiver, the employee is required to have been made redundant on an employment permit within the previous 6 months and notified this Department within 4 weeks of redundancy. [redundancy-notification-form-nor002.pdf \(enterprise.gov.ie\)](http://enterprise.gov.ie/redundancy-notification-form-nor002.pdf)

8. Apart from Chef's what other front of house positions are permits being commonly granted for and what is the required experience?

The following roles are now eligible for a General Employment Permit (subject to a quota) with the requirement that the permit holder have a recognised relevant third level qualification in hospitality management and 5 years' experience in the role.

- Catering and Bar Managers
 - Hotel and Accommodation Managers
 - Restaurant and Catering Establishments Managers
 - Publicans and Managers of Licensed Premises
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9. If an employee has a stamp 4 visa when they entered and joined the company and their visa is up for a renewal, is it a brand-new permit you need to apply for?

Stamp 4 visa holders do not require an employment permit to be employed in the State.

You can contact the Department of Justice, Immigration Service Delivery, in respect of renewing the visa permission.

10. If the employee is currently working Part time on a student visa can we apply or do they need to leave the state and re-apply

In general, where an individual has a current valid permission to reside in the State, they are eligible to apply for an employment permit following the conditions of that permit type. The terms and conditions of the Student Visa will indicate if the individual can apply for an employment permit while in the State

11. If we have a chef position to fill now, we cannot fill this for 12 weeks?

You do not have to wait for 12 weeks to apply for an employment permit. We suggest 12 weeks to allow for processing times, resolving any issues may arise in respect of the application, and applying for visa permission for the individual if required.

An application can be submitted when you have completed all the requirements of the Labour Market Needs Test (LMNT) and have all the required documentation. The current processing times for applications is 2-3 weeks.

12. The form from Revenue, which exact form is it please?

We accept a Statement of Returns/Accounts or Acknowledgement for Payment Instructions (formerly a P30) showing company name, ERN and returns made in respect of PAYE within 3 months of application.

13. Is the 90% refund on a refused application automatic or do you have to apply?

When an application is refused, or the applicant asks to withdraw an application, a mandate form will be sent to the applicant. A refund will be requested when the completed/signed mandate form is returned.

14. What is the difference between work permit and travel permit?

An Employment Permit is permission to work for an employer in the State. If the individual is from a Visa required country, they will need to apply for a Visa to travel to and reside/work in the State. In Ireland, the [Irish Naturalisation and Immigration Service](#) (INIS) is primarily responsible for dealing with immigration and visa matters.

15. Is it 90 days from start of jobsireland publication or after 28 days?

JobsIreland advertisement is to be advertised for 28 days within the 90 days prior to application. (within 90 days from start date of advertisement)