

Instructions on how to apply

Please follow these instructions and tick off the attached items.

- Please note that you cannot start your language course until you have received authorization from Your first EURES job.

Checklist

- Fill out the application form on screen.
- Answer all questions in the application form, including the questionnaire.
- The page that requires date and handwritten signature, must be printed out and scanned as a pdf.
- Send in the application by e-mail, information below.
- Attach the application form and all requested supplementary documents in pdf as seen below in the following format.

1 Application for attendance and reimbursement of a language course.pdf

The application form including date and handwritten signature.

2 ID.pdf

Copy of passport or national identity card.

3 Record.pdf

Copy of qualifications/diploma/CV.

4 Motivation language course.pdf

Written explanation on the need of attending a language course related to a job, recruitment or been pre-selection process.

5 Course offer.pdf

Detailed course offer from the language school.

6 Bank.pdf

Copy of bank statement showing that you are the holder of the bank account. Must include IBAN and BIC/SWIFT.

Please e-mail your application and supplementary documents to the mailbox of any of these countries. Choose your country of residence, or else send it to Sweden.

Azores Reg. Government: yfej.dreqp@azores.gov.pt

Denmark: jkuvfej@bif.kk.dk

Ireland: yfej@welfare.ie

Portugal: yfej@iefp.pt

Slovenia: yfej@ess.gov.si

Sweden: yfej@arbetsformedlingen.se

For further information please visit www.yourfirsteuresjob.se

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Application for financial support for attending a language course

- It is mandatory to contact a EURES Adviser/staff/Public Employment Service officer, in order to receive the following mobility support: matching to jobs abroad, contact with employers with recruitment needs and information on how to prepare before taking up a job abroad.

Name of EURES Adviser/staff/PES officer:.....

E-mail and country.....

I, the undersigned,

Surname:.....

First name:.....

Date of birth:..... Nationality:.....

Street name and number:..... Postcode:.....

City:..... Country:.....

Phone number:..... E-mail address:.....

will greatly increase my chances of finding a job, or have been pre-selected or recruited for a job at:

Company name:.....

Registration/Org. number:.....

Contact person:.....

E-mail address:.....

Street name and number:.....

Postcode and city:.....Country:.....

Name of occupation:.....

Duration of occupation:.....Starting date:.....

I request authorization to attend a(n) (indicate the language) course in order to improve my chances of a successful integration in my future work placement.

The language course will be held in (Country/city)

Level/content: Cost:.....

Start date:..... Duration:.....

The maximum refunding amount provided by Your first EURES job will not exceed EUR 2000.

I understand that for reimbursement entitlement I must:

- **obtain written authorization** from Your first EURES job prior to attendance
- **attach the language school offer** (description of the course and indication of start date, duration, content/level, cost/unit and total cost are all mandatory)

Date (dd/mm/yyyy):.....Signature:.....

Have you already benefited from any form of financial support through Your first EURES job?

yes no

If yes, please specify type of support:

.....

Questionnaire (It is obligatory to fill in the questionnaire)

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Your gender

- Male
 Female

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Your age

- 18-22 years old
 23-26 years old
 27-30 years old
 31-35 years old

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Highest level of education obtained

- Basic (ISCED 0-2)
 Secondary (ISCED 3-4)
 Higher (ISCED 5 or higher)

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Your situation at the time of application

- Transition from (completed) education to work
 Former trainee or apprentice
 Inactive
 Other:.....

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Are you registered unemployed at the time of application

- Yes
 No

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Do you have previous work experience

- Yes
 No

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Do you have previous work experience abroad

- Yes
 No

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What is the duration of the job/traineeship you are applying for

- = 3 months (traineeship only)
 > 3 months (traineeship only)
 = 6 months
 > 6 months

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Have you participated in other EU mobility schemes (e.g. Erasmus, Leonardo)

- Yes
 No

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What occupational group does most closely resemble the job you are applying for

- | | |
|--|---|
| <input type="checkbox"/> Legislator, senior officials and manager | <input type="checkbox"/> Skilled agricultural and fishery workers |
| <input type="checkbox"/> Professionals | <input type="checkbox"/> Craft and related trades workers |
| <input type="checkbox"/> Technicians and associate professionals | <input type="checkbox"/> Plant and machine operators and assemblers |
| <input type="checkbox"/> Clerks | <input type="checkbox"/> Elementary occupations |
| <input type="checkbox"/> Service workers and shop and market sales workers | |

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What sector does most closely resemble the one you have applied for a job in

- Agriculture, Forestry and Fishing
- Financial and Insurance Activities
- Mining and Quarrying
- Real Estate Activities
- Manufacturing
- Professional, Scientific and Technical Activities
- Electricity, Gas, Steam and Conditioning Supply
- Education
- Water Supply, Sewerage, Waste Management and Remediation Activities
- Public Administration and Defence; Compulsory Social Security
- Administration and Support Service Activities
- Construction
- Vehicles and Motorcycles
- Wholesale and Retail Trade; Repair of Motor
- Transportation and Storage
- Human Health and Social Work Activities
- Information and Communication
- Arts, Entertainment and Recreation
- Other Service Activities