



1. Employers need to have valid labour demand and registration → sent to the employment authority. (The employer can send the two files electronically via the ePapír website.)
2. The employment authority sends the employer a confirmation that they received the labour demand. The labour demand is valid for 60 days.
3. Preliminary work contract between the employer and the applicant. (the position details should be exactly the same as in the labour demand, eg: salary, required school diploma, working hours)
4. If the documents in the previous point are ready, the applicant can submit his/her application in the Immigration Office.
 - a. the preliminary work contract (signed by both the employer and the TCN and stamped by the employer),
 - b. the verification of the government office about the labour demand
 - c. if it is a job that requires qualifications, TCN needs to submit your diploma/qualification document as well
 - d. the proof of the accommodation (rent contract, or document on accommodation by courtesy, etc.)
 - e. the immigration office may ask about the TCN's financial situation (means of subsistence), so balance of bank accounts and bank account statements will be useful (for the past 6 months)
 - f. application form

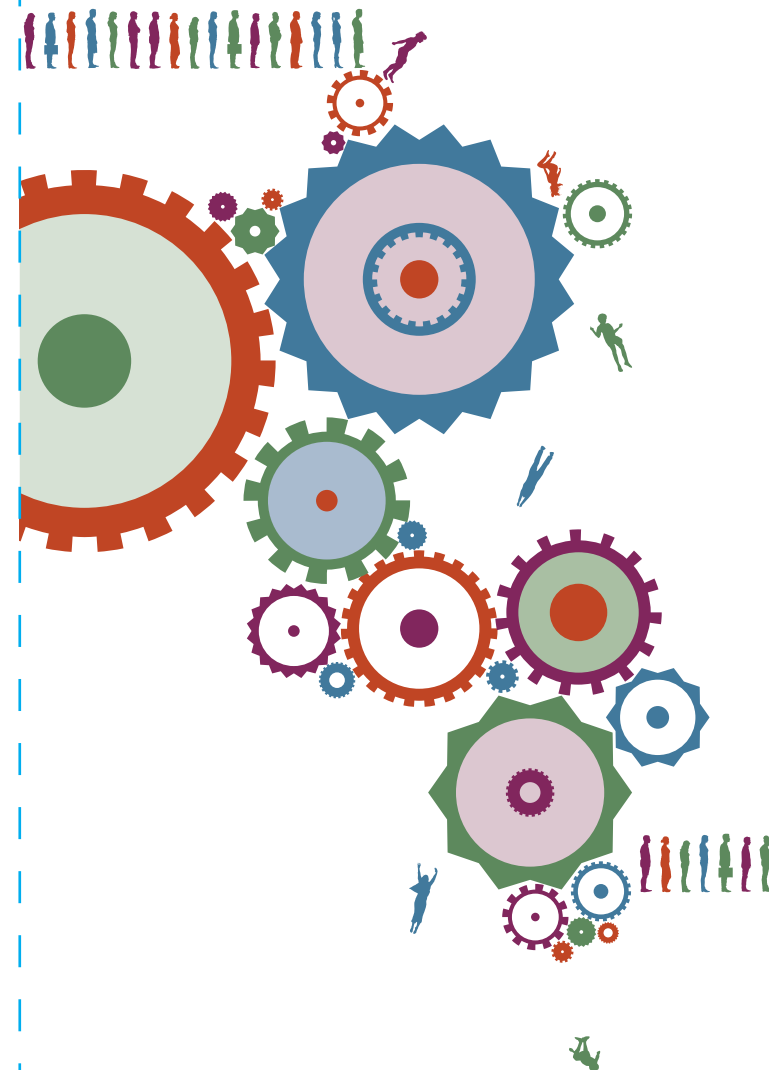
This process takes 70 days, so it is possible that the employer has to renew the labour demand.
5. The Immigration Office sends the work permit to the applicant who can start to work!



The toolkit is based on the results of an analysis prepared by the Career Path project (Erasmus +), which utilized data from the four countries in which the project is being implemented (Hungary, Slovakia, Croatia, and Czechia). The toolkit responds mainly to key findings and demonstrates how to improve access of third-country nationals to the labor market in those four countries.



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10 things
you should know
to be prepared
for the job market
in Hungary



1. Get yourself familiar with the Hungarian labour market

- Have an overview of the position, what is the demand for work, what are the salaries - do the research.

2. Be aware of your values in the Hungarian job market

- Learn what your major strengths are that are valuable in the Hungarian job market and focus on them in the entire process.

3. Learn where to ask for help from government institutions

- You can ask for help in employing TCNs from the Employment Authority <https://nfsz.munka.hu> the National Directorate.General for Aliens Policing <http://www.bmbah.hu>

4. Get yourself familiar with NGOs who can help you in employment issues

- Menedék
 - Association for Migrants www.menedek.hu
 - Jövőkerék: <http://www.jovokerek.hu/>
 - Next Step: <https://nextstepeu.org/>

5. Learn about intercultural differences

- Make your life easy by preparing the main differences between Hungarian and your culture.

6. Develop your CV and prepare yourself for the job interview

- Adapt your CV to the Hungarian labor market. Learn about job interviews in Hungary Ask for help if needed.

7. Improve your Hungarian language skills

- Hungarian language courses are offered by a variety of NGOs (www.menedek.hu), language schools and websites.

8. Seek advice from legal experts if needed

- Entering legally the Hungarian labour market can be frustrating and complicated. Ask for help from legal experts.

9. Expand your existing skills

- You might consider expanding your existing skill set to find new opportunities in the Hungarian labour market.

10. Don't lose hope, seek for help if needed

- Finding a job in another country can be very difficult. Think about not giving up when things are not going well. Find help if needed.