

Processing of Applications for Work Permit and Occupation Permit (Professional category)

1. Main objectives:

1.1 To create more job opportunities for the local workforce and reduce the number of expatriates employed in the tourism sector.

1.2 To consider the employment of expatriates only in scarcity and priority fields.

1.3 To define a process to ensure transparency and fairness in the recruitment of foreign workers.

1.4 To set up parameters to assess applications for Work Permits and Occupation Permits

1.5 To streamline procedures

2. Occupations with skills shortages (Scarcity areas)

2.1 In line with the Government policy, companies are encouraged in the first instance to hire from the local workforce. **Applications shall be entertained only if positions applied for form part of the List of occupations with skills shortages at Para 2.2 except for Hotel Clubs.**

2.2 List of occupations with skill shortages (scarcity areas):

- Chef
- E-marketing specialist
- Training Manager
- Development/ Project Manager (for a period not exceeding 2 years)
- Regional Director
- Shareholders representative (one per hotel)
- Guide/Interpreter/Guest/Public Relations Officer/Entertainer (for foreign languages other than English and French)
- Representative of overseas tour operator (Tourist Coordinator)
- Spa therapist
- Coffee Barista

3. Criteria for assessment

3.1 The following criteria shall be used for assessment of application of work permit and occupation permits at the level of the Ministry:

- Number of expatriates employed by the Company
- Age of the applicant
- Salary to be paid
- Professional qualifications of applicant in the related field
- Work experience of the applicant in the related field

4. Chefs

A quota of 2 chefs shall be granted per hotel without the need to refer applications to the Ministry of Tourism and External Communications.

5. First Applications

In line with Government decision to streamline procedures, approval for first application will be granted for a period not exceeding four (4) years.

5.2 Subsequent Application

After expiry of the initial four (4) years, no extension shall be considered. In case no suitable local candidate is identified and justification submitted, the establishment shall make an application for another candidate with the required qualification and work experience.

5.3 Applications for renewal of work permit and occupation permit (not included in the List of Occupations with Skills Shortages (scarcity areas))

Applications for renewal of work permit and occupation permit (not included in the List of Occupations with Skills Shortages (scarcity areas)) will only be granted for a limited period subject to training of local counterparts.

*Ministry of Tourism and External Communications
25 September 2015*