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## **Work-related support (Accompagnement vers l'emploi)**

In order to give some information and advice to job-seekers many organisations exist in France which objective is to help and guide any client with diplomas accreditation, training courses, studies...

Most of the time, it is useful not to say necessary to speak French to have access to a vacancy

(at least a little bit, according to the type of job). Thus, it is strongly recommended to learn French before seeking a job.

### **La Mission locale**

Young job-seekers from 16 to 25 years old can go to the Mission locale : work-related help.

5 rue de la Cassotte - Tel: 03.81.85.85.85 - <http://missionlocale-grandbesancon.org/>

Job-seekers need to register at 5 rue de la Cassotte. In this office, they will be explained how the Mission Local is working and they will be given dates and places for coming appointments (according to the neighbourhood they live in). Smaller offices of the Mission locale are located in several neighbourhood such as (Planoise, Clairs-soleils, Grette Brulard, Montrapon - Fontaine-ecu, Palente Orchamps, Rosemont St Ferjeux/ Pesty)

### **Le PLIE (Plan Local pour l'Insertion et l'Emploi= Employment and Integration Programme)**

For adults (over 25 years first) having some difficulties with gaining employment.

To be accepted by the PLIE one need to meet some requirements.

9 rue Picasso - 03 81 87 81 80 - open from Monday to Friday from 8h30 am to 12am and from 1h30 pm to 5pm.

### **Employment research workshop and employment offices in neighbourhoods**

...provide help and advice for CV and cover letter writing, job research and courses, etc.

Everybody can have access to them freely.

Grette Butte. Maison de quartier. Wednesday and Friday 9am to 12am

Rosemont St Ferjeux/ Amitiés. Comité de quartier. Friday 9am to 12am

Planoise. Centre Mandela. Wednesday from 2pm to 4pm and Friday from 9am to 12am.

Montrapon. Maison de quartier. Thursday: from 2pm to 5pm.

Clairs soleils. Centre social de Clairs-Soleils. Tuesday: from 2pm to 4pm

Palente. Antenne sociale du quartier . Tuesday: from 1h30 pm to 3h30pm.

**There are many other organisations aimed at guiding and advising job-seekers to provide them with work-related assistance about, for instance, training courses, job sectors and job interviews, etc:**

**Mosaïque emploi association** 4 rue du Luxembourg – Planoise - 06 22 43 93 81

**The CIDFF** (*Centre d'information sur les droits des femmes et des familles = family and women rights information centre*) in Besançon – Le CIDFF has an office for individual support for gaining employment called *Bureau d'Accompagnement Individualisé vers l'Emploi*.

For women only.

Espace associatif 14 rue Violet - 03 81 83 48 19- national  
website: <http://www.infofemmes.com>

**The DRJSCS Franche-Comté** (*Direction Régionale de la Jeunesse, des Sports et de la Cohésion Sociale*= Regional Department for Youth, Sport and Social cohesion).

For occupation in following sectors: sport, youth-related or health and social services.

11, bis rue Nicolas Bruand - 03 81 21 60 00 – Internet: rubric EMPLOI-FORMATION-CONCOURS on the DRJSCS Franche-Comté website:  
<http://www.franche-comte.drjscs.gouv.fr/emploi-formation-concours.html>

**Le CRIJ de Franche-Comté** (Youth Information Regional Centre).

Mostly for young people.

27 rue de la République - 03 81 21 16 16 - <http://www.jeunes-fc.com/>

Individual advice and help for CV and cover letter writing, internship or training courses research, student jobs, etc...

**The MEDEF** (the French Business Confederation) Parc Slava, 7 rue Auguste Jouchoux - <http://www.medef-doubs.fr>

Contact: Hélène CUINET - Tel. 03 81 40 37 24 -

Meeting gathering companies' managers and professionals with job-seekers.  
Employment-related help.

No age limit

**Intermed'** - 121 Grande rue - 03 81 81 54 79 - <http://www.intermed-25.fr/>

Inserting people with difficulties. Job-seekers advice.

Submit temporary job offers when they arise.

## How to apply for labour permit ? (Comment demander une autorisation de travail)

To apply for labour permit, applicants must find an employer who is willing as well as able to hire them officially and can prove it (most of the time with an employment contract)\*

In that case, it is often tricky for an employer to have the right to hire a foreigner as they need to fulfill some conditions.

One of them is : beforehand the employer has not found any other job applicants already on the French labor market or the occupation under consideration is in the official list of occupations open to foreigners - see the list on <http://migration-conseil.fr/ressources/les-listes-des-metiers-ouverts-aux-etrangers/> from the website *migration conseil* (migration advice)

\* Warning : unless otherwise indicated, some employment contracts do not allow to be delivered a residence permit equivalent to a work permit – For instance : apprentice's indentures, *les contrats de travail ou de mission d'insertion par l'activité économique, les contrats de professionnalisation*. Etc).

These contracts can't be signed by people who have a student residence permit (*titre de séjour étudiant*), allowing for exceptions.

**In the case the applicant found an employer**, they must apply through a labour permit application. The employer is in charge to fill in the application form.

Then, the applicant or the employer (according to the situation) must submit the application form to the *Direction régionale des entreprises, de la concurrence, de la consommation, du travail et de l'emploi de Franche-Comté (DIRECCTE)* or to the Préfecture, whichever one applies.

Many other document must be given along with the labour permit application.

→ You will find more information about labour permit on the following website : <http://www.service-public.fr/> rubric Etranger – Europe--> Étrangers en France--> Travail en France.

### **If someone is hired without labour permit**

The worker and the employer are infringing the law and committing an offence.

However, illegal workers have rights they can assert. Among other things, the employer has the same obligations towards them than towards people working legally. For instance they have the right to be paid wages, bonuses, tips, etc...). In case of breach of contract, they are entitled to a lump-sum compensation equivalent to 1 month wage.

### ***Asylum seekers and the right to work.***

Usually, asylum seekers do not have the right to work.

But, in some cases, they can be allowed to work during the examination of their application by the OFPRA (*Office Français de Protection des Réfugiés et Apatrides* = French office for the protection of refugees and stateless persons) or the CNDA (*Cour Nationale du Droit d'Asile* : National Court of Asylum).

Cases in which asylum seekers are entitled to work :

(It is important to know it is often difficult for them to find an employer willing to hire them given the average waiting time for the decision on the labour permit application and other constraints)

- ⤴ in case the OFPRA did not make a decision within a year after the application recording for reasons the asylum seeker is not responsible for.
- ⤴ in case the asylum seeker made an appeal to the CNDA against the rejection of the application by the OFPRA.

(The asylum seeker must possess an renewal receipt of the asylum application).

In both cases, the asylum seeker can claim for an *Autorisation Provisoire de Travail (APT)* temporary labour permit.

About the *APT*:

- ⤴ The asylum seeker obtains an *APT* for a very specific vacancy.
- ⤴ The *APT* is delivered every 3 months, at every receipt renewal.

Warning : the *APT* is only valid and available till the end of the employment contract for the occupation stipulated in the contract and not another.

### ***Special cases :***

When asylum seekers entered France with a long-term visa provided for the asylum (it applies for special cases such as repatriates in France subject to special authorization during crisis time or wars in some areas).

In this case, they benefit from a 6-months renewable receipt as soon as they apply for asylum.

This receipt allow them to work. They can do any job they wish.

For more information on rights, procedures or to get some answers or get some help and advice, there are some associations specialised in foreigners' rights :

- ⤴ **le CDDLE** (*Collectif de Défense des Droits et Libertés des Etrangers* = Foreigners Rights Defense Group) – open on Monday from 6pm to 8pm and

on Wednesday from 6pm to 8pm, 13 E rue Brûlard - 06 75 13 65 10 or 06 74 56 08 77 or 06 33 79 86 06 or 06 74 83 11 94.

▲ *la CIMADE* - opening hours: Thursday from 2pm to 6pm, 13 E avenue Brûlard 7th floor - 03 81 86 20 11 or 06 07 78 06 25 -  
<http://www.cimade.org/regions/franche-comte-bourgogne>

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## **Useful Information (Informations utiles)**

The diplomas obtained abroad, training courses and professional experiences completed abroad might not be accredited to the same level in France, depending on your home country and occupation/job sector.

### **Useful tips**

Most of the time, it is useful not to say necessary to speak French to have access to a vacancy (at least a little bit, according to job type). Thus, it is strongly recommended to learn French before seeking a job.

### **Diploma accreditation and Accreditation of Prior and Experiential Learning (APEL)**

The diplomas obtained abroad, training courses and professional experiences completed abroad might not be accredited to the same level in France, depending on your home country and occupation/job sector.

It is possible to have your foreign diplomas and your prior and experimental learning accredited so they become valid in France.

Depending on occupation, job sector and home country, the options and the organizations in charge are different.

For more information, contact the list of organisation in the « Good addresses » section. Most of them will be able to advise you.

### **Education and training courses**

Usually, one can study or attend training courses at any age. The organisations in charge are listed in the « Good addresses » section.

## **Temporary Employment Agencies (Les agences d'Intérim)**

Job-seekers who do not need specific support and who are willing to work in temporary jobs can register to temporary employment agencies (called *agences d'intérim*).

On the one hand, the agencies are working with companies/employers, on the other hand with job-seekers registered in their lists. They intent to find vacancies for registered unemployed people and find matches for companies/employers whenever they need employees. The temporary job period can vary from a few hours to several years. Such jobs may lead to a fixed-term contract or an open-ended contract.

Some temporary employment agencies are focused on some job sectors (construction, services...)

It is possible to register to several temporary employment agencies, one may want to focus on agencies specialised in their job sector.

Many *Agences d'interim* are located in Besançon and surroundings. To get the agencies' names, addresses and specific job sectors, some employment organisations as Pôle Emploi or the Mission locale can provide you with lists.



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## France equivalent of the job centre (Pôle Emploi)

In order to be advised about employment, it is necessary to be entitled to work in France.

The first thing to do when seeking a job, is to register to Pôle Emploi (France's equivalent of job centre).

### Registration to Pôle Emploi

You must register by phone (3949) or on the internet on the following website :

<http://www.pole-emploi.fr/>

If you register by phone you have to dial 3949 then \*25 for the Doubs *département* and say « Inscription ».

Once registered, you are called to an appointment for an interview aimed at summing up your current situation and defining your wishes regarding your professional career and education. This interview leads to a *projet personnalisé d'accès à l'emploi (PPAE)* = individual project for employment access.

Registered job-seekers have some obligations :

- ⤴ They must seek a job in an active and continuous way or attend training courses required by Pôle Emploi. They might be asked to prove this research with documentary evidence, therefore they must keep any document that could be a proof they are looking for a job.
- ⤴ They must answer to any proposal or request from the Pôle Emploi.

Warning : *It is necessary, even essential, to update your job-seeker file every month.*

By sending back the updating sheet sent monthly by Pôle Emploi or by directly going to your Pôle Emploi agency or by visiting the Pôle Emploi website :

<http://www.pole-emploi.fr//> .

If you don't update your file monthly you might be erased from the job-seeker list and no longer get the benefits you have been granted.

*Being registered to Pôle Emploi entitles one to claim some others benefits.*

### Pôle Emploi's missions

This organisation welcome, give information, guide and help people – either they have a job or not- to find a job, a training course or some professional advice.

It provides many services, among others :

- ♣ makes daily updated job offers/advertisement available to you
- ♣ gives free access to phones, internet, copying machines...
- ♣ advises about job-seeking techniques : CV writing, covering letter, job interview preparation...
- There are several Pôles emploi agencies in Besançon. To register, you have to go to the agency in the neighbourhood you live first. Afterward, the agency advises on the adequate Pôle Emploi agency according to your job sector.

**The Pôles emploi agencies in Besançon :**

- ♣ *pôle emploi BESANCON PALENTE*, 10 RUE DES AUBEPINES -
- ♣ *pôle emploi BESANCON PLANOISE*, 2 RUE DU COLONEL JEAN MAURIN -
- ♣ *pôle emploi BESANCON TEMIS*, 17 A RUE ALAIN SAVARY -

*Pôle emploi website:* <http://www.pole-emploi.fr/>

## **What IDs do you need to work in France ? (Quels papiers faut-il pour travailler en France)**

Foreigners are required specific documentation to be entitled to work in France. The type of documents necessary is different according to the foreigner home country : EEA (European Economic Area) and Swiss nationals or third countries nationals

### ***For EEA (European Economic Area) and Swiss nationals except for Bulgarian and Romanian nationals***

They have free access to the French labor market. They can be in charge of any economic activity, wage-earning or not- in the exact same conditions as French nationals (with exception of some public and « regulated occupations » - that require specific diploma or qualification- subject to compliance with statutory working conditions)

In case they wish to settle down and work in France, they only have to hold valid ID card or valid passport.

Whether they claim a residence permit or not, they must prove by any means they are in the « workers » category until they get the continuous right of residence in France (5 years of legal and continuous stay, allowing for exceptions).

### ***For third countries nationals (that is to say any other country)***

They need a work permit to work in France.

Some residence permit are equivalent to work permit, if one doesn't have one of these permits, they usually have to claim for a labour permit (except for foreigners who claim a *scientifique* -science and engineering- or *compétences et talents* -highly-skilled- residence permit , that are processed through a specific programme)

→ To see which residence permits are equivalent to labour permits, go to the official webiste : *Service-Public.fr* on the page *Étrangers en France : obligation de détenir une autorisation de travail* (Foreigners in France : Work permit regulation) : <http://vosdroits.service-public.fr/F2728.xhtml>

A labour permit application may be refused. If it is accepted, the applicant will be given a residence permit that entitles to work or a *Autorisation Provisoire de Travail (APT)* Temporary Labour Permit.

Many different residence permits entitle to work, each one of them has specific characteristics.

**Bulgarian and Romanian nationals** still must possess a work permit during a transitory period to get a vacancy in France, allowing for exceptions.