

Finding Work for Ukrainians Settled in Ireland: An Employer's Guide

As the crisis in Ukraine worsens, it is inevitable that in the coming weeks, if not days, Ireland will see an influx in the number of people fleeing Ukraine to come and seek safety. Ukrainians can enter Ireland for up to 90 days, during which they can apply for residency in Ireland.

Many employers may wish to offer support and employment to those coming from Ukraine and in light of this, we have created a guide and checklist to assist you should you wish to support and employ someone from Ukraine that has arrived in Ireland.

The right to work in Ireland

Following the implementation of the Temporary Protection Directive by the EU, citizens of Ukraine do not need a visa to work in Ireland at the moment. They will need proof of their Ukrainian citizenship rather than an employment permit. If they do not have a current passport, they can use another form of identification for example, national ID card, expired passport, or birth certificate.

What can I do to be sure I have set my candidate up correctly?

<p>The candidate will likely need to source a PPS Number. They can apply for this through the local Intreo Office.</p> <p>*Please note, Ukrainians should not apply online for PPS Numbers as special arrangements have been implemented in local Intreo Centres or Branch Offices to quickly process PPS Numbers for these individuals.</p> <p>You can employ someone without this however this will likely have tax implications (Emergency Tax) for the individual until they have sourced a PPS Number.</p>	
<p>The candidate may wish to set up a bank account for payment.</p> <p>There is no requirement to pay people by way of electronic transfer, however, this is often considered to be the safest way to pay people. You can pay individuals in cash or by cheque if they have not yet set up a bank account provided the appropriate tax has been deducted and a payslip detailing same is provided. They should sign for any payment received in cash.</p>	
<p>The candidate will need to be issued a Contract of Employment.</p> <p>The Contract may need to be translated into Ukrainian, should the individual not have a business understanding of English. Please do link in with us should you require this, and we will be sure to assist you. The HR Company will be rolling out an automated tool for issuing employment contracts that can be used to ensure the rights of incoming workers are protected and ensuring that the Employer remains compliant with their statutory requirements.</p>	

Depending on the position and your organisation, you may wish to consider issuing the candidate with a Non-Disclosure Agreement .	
This is a contract through which the parties agree not to disclose any information covered by the agreement.	
On a temporary basis, you should issue the individual with some key policies such as the following: <ul style="list-style-type: none"> ○ Dignity at Work Policy ○ Disciplinary Procedure ○ Grievance Procedure ○ Health and Safety Statement ○ Investigation Procedure ○ Whistleblowing Policy Otherwise, you should issue them with the Employee Handbook, if you have one in place,	

Where should I advertise?

You can advertise through the normal advertising portals however there is also a portal specifically for Ukrainians. Please find below;

- www.Jobs4ukraine.eu

Organisations Providing Further Assistance and Information:

Irish Refugee Council	http://www.irishrefugeecouncil.ie
Nasc Migrant and Refugee Rights	reception@nascireland.org
Immigrant Council of Ireland	http://www.immigrantcouncil.ie/
Doras	info@doras.org
United Nations High Commissioner for Refugees	iredu@unhcr.org