

Identity Malta accepts applications for single-work permits, granting Third Country Nationals the authorization to reside and take up employment in Malta. Applications for a work/residence permit have to be endorsed by the employer concerned and the permit would cease to apply if the applicant is no longer in employment.

These applications are assessed by a number of stakeholders, including the Police Immigration Office and Jobsplus.

Single-work permit applications may be submitted by the employer on behalf of the applicant when the latter is still abroad. The applicant would be instructed by the Department to proceed to Malta when the work/residence application is approved. Applicants must note that the permit's validity period is based on the nature of the employment and the contract signed between the employer and the prospective employee and may be renewed accordingly.

ELIGIBILITY CRITERIA

- Must be in possession of a valid authorisation to reside and work in Malta. Such authorisation may be in the form of a residence permit or a Visa.
- Non-Visa nationals must submit their application within 3 months upon arrival in Malta.
- Hold a valid travel document.
- Be in possession of the correct qualifications related to the referred position.
- Individuals who do not have the correct qualifications must show proof of a minimum of 3 years' experience in the related field.
- Have a fully comprehensive health insurance.
- Application fee of €280.50.

DOCUMENTATION REQUIRED

- Power of Attorney (this document will be prepared by ARQ);
- Certified true copy of the full passport for each applicant and dependents (ARQ can assist with all document certification);
- Certified true copy of the Property Lease or Purchase (final deed) Agreement;
- Certified true copy of a comprehensive health insurance policy which covers the applicant and each dependant (ARQ can assist with obtaining the required health insurance);
- Certified true copy of the work contract;
- Original covering letter by the employer, explaining in detail why this position is necessary (ARQ may assist with the preparation of this letter);
- Signed Curriculum Vitae of the applicant;
- Signed position description;
- Proof of recruitment efforts made by employer. At least 2 dated adverts in local media or with a private recruitment agency;
- Proof of Qualifications of the applicant (if applicable);
- Reference letter by previous employers (if applicable);
- Proof of Health screening done at a private health centre (if applicable) (ARQ may assist with the setting up of the appointment for health screening);
- Certified true copy of Marriage certificate, or proof of relationship in the case of a De Facto partnership (if applicable);
- Certified copy of the Birth Certificates for child dependants (if applicable);

ARQ Immigration Advisory Ltd are Licensed Agents by the Community Malta Agency (License number: AKM-ARQI-21).

Should you be interested in alternative citizenship or residency status, our multi-disciplined team can provide intelligent solutions and assistance every step of the way. Contact us on privateclients@arqgroup.com