



Jersey Customs & Immigration

Work Permit Policy

Frequently Asked Questions

Who can apply for a work permit?

Employers can apply for work permits for named individuals where it can be demonstrated that the application criteria can be met. Applications submitted by individuals for themselves will be refused.

Who doesn't require a work permit to take employment in Jersey?

British & Irish nationals; those who hold pre-settled or settled status granted under the EU Settlement scheme; those with immigration permissions that do not prevent employment; and those who hold indefinite leave to remain.

What happens if the application criteria are not met?

The application will be refused, and no refund will be issued as it will already have been assessed.

What is the minimum age for a work permit to be issued?

Work permits will not be issued to those who are under the age of 18.

Can 9-month temporary work permits be extended?

No, these are issued for a maximum period of 9-months and cannot be extended, and an employee must leave for a minimum period of 3-months before they can return.

Can 12-month temporary hospitality work permits be extended?

Yes, permits will initially be issued for a 1-year period but may be extended on a yearly basis up to a maximum period of 3 years. At the end of the work permit period employees are required to leave the CTA for a period equal to the period of any permission granted or the total of any consecutive permission

Can 12-month temporary construction work permits be extended?

Yes, permits will initially be issued for a 1-year period but may be extended on a yearly basis up to a maximum period of 3 years but can be extended for a 4th year where it can be demonstrated that the specific project named in the original application is ongoing. At the end of the work permit period employees are required to leave the CTA for a period equal to the period of any permission granted or the total of any consecutive permission

Can a skilled work permit be extended?

Yes, these can be extended by the employer who must demonstrate that the employee is still required for the employment and that the application criteria is still met.

Can an Intra Company Transfer (ICT) work permit be extended?

The maximum time an ICT work permit holder can stay in Jersey is 3 years and cannot be extended beyond this period. Those on ICT work permits cannot switch into other work permit employment.

Can I apply for a work permit for someone who is in Jersey as a visitor?

There is no provision in the immigration rules to allow a visitor to switch into work permit employment. If you wish to pursue an application, then they must first leave the Common Travel Area (UK, Channel Islands, Isle of Man) and await the issue of the work permit and visa.

Does a French national studying in France need a work permit?

Yes, a French national enrolled on a full-time course in further or higher education in France will require a work permit to take employment in a role that is directly applicable to their course of study. Permits are issued for a maximum period of 6 months.

Can a student enrolled at a UK university and holds a UK student visa work in Jersey?

Yes, the holder of a Tier 4 UK student visa who is enrolled on a full-time degree course can work in Jersey during their vacation periods for a maximum period of 4 months without the need to obtain a work permit.

Can a foreign student enrolled at institute of further or higher education in Jersey work in the Island?

Yes, they can work in Jersey without a work permit while they hold a valid student visa. They can work up to 20 hours per week during term time and for any duration during their vacation periods.

Do I need to get an overseas criminal records check for a prospective employee?

Those employed on temporary work permits or on Health and Education work permits will require translated overseas criminal record certificates from each country that they have lived/worked in for more than 12 months in the last 10 years (except where you have lived in the UK, Channel Islands or Isle of Man)

Will I get a work permit if a prospective employee has a criminal record?

If a prospective employee has an adverse criminal history they will not be issued a visa therefore a work permit will be refused under Part 9 of the [Jersey Immigration Rules](#)

Can I employ a tree surgeon and landscape gardener?

From 01/04/2023 businesses engaged in tree surgery and landscape gardening will be able to apply for work permits under the temporary agriculture route for periods not exceeding 9-months subject to meeting the application criteria

What should I expect if I move to Jersey for work?

The [Moving to Jersey \(gov.je\)](#) webpage contains a lot of information about living and working in Jersey including links on cost of living, accommodation, taxes and healthcare.

Can I apply for a work permit for myself?

No. An application submitted by a prospective employee will be refused. Application must be submitted by a prospective employer who needs to demonstrate that all the application criteria is met.

What should I do if I want to change employer?

You cannot switch employer unless you have completed a continuous 12-month period of employment with your current employer. If you wish to switch you should ensure that your new employer has had work permit approved in principle for you before resigning from your current employer.

Once we have received notification of your last working day with your current employer and a start date for your new employer then the permit will be issued, and you will be required to apply for further leave to remain to align your immigration permissions with the new work permit. Failure to follow this process may result in you breaching your immigration permissions.

Can I switch from a temporary to skilled work permit?

Yes, subject to a successful application by an employer who is able to demonstrate that all the application criteria have been met.

If I resign or fail my probation, can I stay in Jersey while I look for other employment?

If you resign from your position, you will no longer meet the requirements for which your immigration permissions were granted, and you will therefore have to attend the Immigration Office at Maritime House to have your permissions cancelled and leave Jersey.

If I have my permissions cancelled how long can I stay in Jersey?

Your permissions will be cancelled to align with your last working day with the employer and you must arrange to leave on or before this date. You may be permitted to remain for up to a week after your last working day to sort out your affairs however this is determined on a case-by-case basis.

If I come to the end of my work permit period how long can I stay in Jersey? Can I stay as a visitor?

You must leave the Common Travel Area on or before the expiry date on your work permit and visa. You cannot stay in Jersey as a visitor.

If my work permit and permissions are cancelled what happens to my dependants?

Your dependants' permissions are tied to the work permit holders permissions and as such they will have their permissions cancelled and they will need to leave the Common Travel Area. Dependants cannot switch into work permit employment.

I have been issued with a work permit but want to change employer?

You cannot change employer in the first 12 months of employment with an employer.

If I switch employer, will I be able to switch again?

You cannot change employer in the first 12 months of employment with an employer.

If I switch from a temporary to a skilled work permit for the same employer, can I change employer?

Yes, as long as you have completed a continuous period of 12 months with the employer named on the work permit.

As an Intra Company Transfer (ICT) work permit holder can I switch into skilled work permit employment?

No, there are restrictions on ICT work permits that prevent the employee switching into other work permit categories.

Can I volunteer in addition to the role for which a work permit has been issued?

Yes, with the consent of your primary employer and as long as it is unpaid and for no more than 20 hours per week.

Can I bring my dependants?

Yes, if you are on skilled work permit employment and you have a work permit issued for longer than 12 months. Those on temporary work permits cannot bring their dependents to Jersey.

What happens if I cannot find suitable accommodation for me and my dependants?

If you do not have suitable accommodation to accommodate yourself and any dependants without recourse to public funds or the accommodation will be deemed to be overcrowded, then any visa application for them to join you in the Island will be refused.

What if I have a dispute with my employer?

If you enter into an employment dispute with your employer you should contact the Jersey Advisory and Conciliation Service (JACS). Immigration would not normally get involved in disputes between an employer and employee however it is important that Immigration are advised of the circumstances of the dispute as it may be necessary to take action against either the employer or employee or both.

Can I report an employer for not complying with the work permit policy or if an employer is mistreating their employees who are under work permit conditions?

Yes, you can report this either directly to Jersey Immigration at Maritime House (immigration@gov.je) or confidentially via our freephone (0800 735 5555 or complete the [Report a customs or immigration offence \(gov.je\)](#) on line form)

I have not had sight of my work permit?

Your employer should give you a copy of your work permit along with a notice to employers and employees.

Do I need to apply for a work visa once the work permit has been issued?

Visa nationals* need to apply for a visa regardless of how long your work permit has been issued for. Non-visa nationals with work permits issued for more than 6 months need to apply for a visa. Non-visa nationals with work permits issued for 6 months or less do not need to apply for a visa. [Immigration Rules: Visa national list \(www.gov.uk\)](#)

How do I apply for a visa?

Visas are applied for via the Home Office visa portal and the visa must be granted before you travel. Instructions on how to apply will be sent out to the employer with the work permit to be forwarded onto the employee.

How do I apply for further leave to remain if my work permit has been extended?

If a work permit has been extended, then you must apply to the Jersey Immigration office to extend your visa by applying for further leave to remain. Instructions on how to apply will be sent out to the employer with the work permit to be forwarded onto the employee.

How long will a visa take?

Visas for work permit employment normally take 3 weeks to process from the date the applicant attends the Visa Application Centre. Visa processing times are out of the control of Jersey Immigration and published processing times may vary depending on how UKVI deploy their resources to deal with things like humanitarian visa applications or pandemics. We are unable to provide updates on visa applications

Do I need to get a TB certificate for my visa?

Depending on your nationality and your country of residence prior to moving to the Common Travel Area you may be required to submit a TB certificate with the supporting documents for your visa. Failure to provide this may result in your visa being delayed or refused

I am waiting for my visa but haven't heard anything

Jersey Immigration have no influence over UKVI processing times. Published processing times for work visas is three weeks from the date the applicant attends the visa application centre. We are unable to provide updates on the progress of visa applications.

How long does the work permit stay valid for if I am delayed in travelling?

Where a work permit holder does not take up their position within a 3-month period from the start date specified on the permit then the work permit will cease to be valid.