

What are the Procedures for Hiring Foreign Workers?



Efforts to Hire Korean Workers

- Manufacturing sector, construction sector, service sector
14 days in principle, 7 days for exception
- Fishing sector, agriculture and livestock sector
7 days in principle, 3 days for exception



Application and Issuance of Employment Permit

- The job center checks the eligibility of the employer intending to hire foreign workers and finds multiple foreign workers who meet the requirements of employment (more than three times of the required number of foreign workers).



Labor contract signing

- HRD Korea sends and signs a labor contract to the sending country (organization).



Application and Issuance of the Certificate for Confirmation of Visa Issuance (CCVI)

- The employer (or proxy agent) applies for and issues the CCVI to the presiding immigration office.



Application and Issuance of Visa

- The organization of the sending country applies for and issues Visa to the Korean Embassy in the sending country with the CCVI issued by the immigration office.



Entrance and Employment Training of Foreign Workers

- HRD Korea informs the employer of the entering date of the worker by fax.
- HRD Korea dispatches and posts foreign workers on the date of completion of the employment training.

