How to find an employer?

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A foreigner can look for a job in Poland alone or via a temporary work agency.

Individual job seeking

To find a job in Poland alone, you need to find an offer online or in the press and contact the employer by e-mail or over the phone. It is worthwhile verifying the company in the **National Official Register of the Nationalised Industries Units** (REGON) http://www.stat.gov.pl/regon/ or in the **National Court Register** (KRS) www.krs-online.com.pl. Every entrepreneur running their business activity has a REGON number.
Job offers can be found e.g. at: oferty.praca.gov.pl (offers submitted to Polish Labour Offices). Among the offers placed there, browse solely for the ones where you can apply directly to the employer. For that purpose, select a tab "more criteria" in the left-hand menu, next "application method" and "directly to the employer". If you need to apply for a visa, focus on offers with a long validity term (choose "validity date" in the "sorting" box on the top).

Private employment agencies

You can also look for a job in Poland via private employment agencies. Legal agencies hold an up-to-date entry in the Polish Register of Employment Agencies, confirmed by a certificate issued by the voivodeship marshall. Before you start cooperating with a given agency, you can verify its activity at www.kraz.praca.gov.pl.
There, you will find information useful for people intending to use the services of employment agencies. On the home page of the register there is a browser thanks to which you can generate a list of all employment agencies in a given voivodeship or look for an employment agency based on its name or NIP number. You can also obtain information over the phone from the Voivodeship Labour Offices (VLO). The contact details of VLOs are available at http://psz.praca.gov.pl/wybor-urzedu.

PLEASE NOTE! Agencies do not charge any employment services fees from jobseekers. They can solely charge e.g. for translating documents if they refer you to the work abroad.

An employment agency providing employment services and referring a foreigner to work for a Polish employer is obliged to execute a written agreement with the foreigner. Such an agreement should specify the following, including but not limited to: the details of the future employer, work term, type of the agreement based on which the work will be performed, working conditions, remuneration value, social benefits applicable to the foreigner, social insurance terms and conditions the foreigner will be subject to, the foreigner's and the agency's rights and obligations in connection with the executed agreement as well as the civil liability scope of both parties in the failure to comply with the said agreement. **The agency is obliged to provide a translated agreement, in a language understandable for the foreigner, before it is signed.**

The employment agency is obliged to notify the foreigner and the employer whom the foreigner will be referred to **of the rules of entry, stay and work of foreigners in Poland.** Such information should be provided in writing and, for a foreigner, prepared in a language understandable for them.