

Registration as a jobseeker

Last name	First name
Personal identity code	Municipality of residence
Address	Postal code and City/town
Telephone	E-mail

Are you an unemployment fund member?

no

yes Name of fund: _____

Citizenship

Finnish

citizen of another country, which? _____

Native language

Residence permit (please complete if you are not an EU, EEA or Swiss citizen or their family member)

permanent residence permit (even P-EY) residence permit B

residence permit A no residence permit

Right to paid work based on residence permit (please complete if you have a residence permit of type A or B)

no yes

If you have a residence permit for an employed person, does your permit place restrictions on the employer?

no yes

Is AMS allowed to introduce you to employers who can offer you a job?

no yes

Occupation	Work experience in years
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Have you been an entrepreneur (please specify below)?

no yes

Has your spouse, cohabiting partner or other family member been engaged in enterprising?

no yes

Work experience				
Employer/independent entrepreneur/family business	Duties	Started	Ended	Reason for the ending

Education

General education

primary school

upper secondary school completed

other Please, specify: _____

Studies (also studies in progress, interrupted studies and studies not finished)

Name of qualification	Educational institution and orientation/major subject	Started	Ended

Are you interested in education/training?

not at the moment

yes, please _____

Current situation

in work laid off on a shortened working week

unemployed student outside labor market (e.g. on a sick leave)

other, please specify: _____

When can you start working?

immediately from _____ / _____ 20_____

What kind of job are you primarily seeking? Please describe the duties you are interested in and your experience in them in as much detail as possible.

Are you looking for a job

in Åland

elsewhere, please specify _____

Your preferred working hours

full-time work (requirement for receiving unemployment allowance) night work

part-time work 2-shift work

evening work 3-shift work

weekend work

Your preferred duration of the job (please tick all options that interest you)

permanent job temporary job summer job

Language skills, please select 1-5 to indicate your standard (1 native language, 2 excellent, 3 good, 4 satisfactory, 5 poor)

Oral	Written	Language
<input type="checkbox"/>	<input type="checkbox"/>	Swedish
<input type="checkbox"/>	<input type="checkbox"/>	Finnish
<input type="checkbox"/>	<input type="checkbox"/>	English
<input type="checkbox"/>	<input type="checkbox"/>	Other, which: _____
<input type="checkbox"/>	<input type="checkbox"/>	Other, which: _____
<input type="checkbox"/>	<input type="checkbox"/>	Other, which: _____

Driving license and the most extensive category of right to drive

car/van lorry no driving license
 moped bus

Driving license category: _____

Do you have access to a car?

yes no

What special skills do you have (e.g. ordinary workstation software, accounting skills, competence in final accounts, welding techniques, specialist skills in the construction sector etc.)?

What type of plans related to jobseeking, education and training or enterprising do you have?

What kind of service would you like to receive from AMS?

I have read the information about my rights and obligations as a job seeker

City and date

Signature

You must submit your registration form in person to AMS.

AMS will file this information in the AMS customer information system. You have the right to verify your information contained in the information system.

YOUR RIGHTS AND OBLIGATIONS AS A JOBSEEKER

Your rights

Once you have registered as an unemployed jobseeker, you have a right to

- Receive information about the services that AMS can provide for you
- Receive unemployment benefits if you meet the conditions
- Draw up an unemployment plan, which will include the goals you have set for your job search and the activities you have committed to, which will help you achieve your goals

While receiving unemployment benefits you can

- Study in a part-time basis
- Work on a part-time basis
- Take part in working parties or do other voluntary work for which no wages are paid, which is of an ordinary type and which served the community
- Run a part-time business or work on a short-term project or commission
- Start business activities. The assessment of whether your business activities are full-time or part-time will only take place after four months since launching the business

AMS will decide, in each individual case, whether your studies or business activities are full time or part time and what your entitlement to unemployment benefit is.

Your obligations

To keep your job seeking application valid you must meet the following obligations:

- Take contact with AMS as agreed
- Comply with the instructions and deadlines that AMS has given you via its online services or other customer services
- Keep your contact details up to date – AMS must be able to contact you
- Submit information and be certified on your professional skills, work history, education and work ability

If you are applying or if you already have the right to receive benefits, you must meet even the following obligations:

- Search for full-time work
- Accept a job offer from AMS or an employer
- Actively search for work or education
- Accept a place in training offered to you by AMS
- Take part in interviews and drawing up or assessing an employment, an activation or an integration plan
- Show an interest and take part in all services that promote your employment as agreed in your plan or otherwise offered to you by AMS
- Carry out all the activities agreed to in the plan and notify AMS of their realization

If you neglect your responsibilities, your right to unemployment benefits can be terminated for a fixed period or for the time being.