



Issuance of New a Work Permit - UAE Nationals/GCC Citizens Work Permit

Timing :

2 working days

Payment :

- Business Centers commission is capped at 72 dirhams
- Federal fees of 50 dirhams

Except for federal charges, the service is free of charge via MOHRE's website and smart app.

***Please note that the fees shown above do not include tax and collection charges.**

Target Audience :

Employers

Service Type :

Procedural

Service Description :

This permit allows establishments registered with the Ministry to employ UAE nationals or citizens of the GCC.

Service Procedures :

1. Log in using UAE Pass (for online/ smart channels only)
2. Submit an application through one of the service delivery channels.
3. The application will be referred electronically to the Ministry for verification of compliance with the requirements and documents.
4. Shortfalls will be reported to the establishment for completion
5. Upon completion of all requirements and documents, will be approved Issuance of a work permit for a citizen/children of the Cooperation Council countries
6. The contract will be approved electronically if the permit application is approved

Required Documents :

1. Clear colored photo with a white background



2. copy of the Emirates ID card
3. copy of a valid passport for GCC citizens
4. The official job offer form issued by the Ministry, signed by both the employer and employee.
5. Academic Certificates: A clear certificate bearing the name of the employee, Skill levels (1 & 2) Bachelor Degree or higher is required. Skill Levels (3 & 4) Diploma graduate or higher is required. Skill Level (5) High School Certificate is required. There is no requirement for a certificate for skill levels 6 to 9. Workers who earn less than AED 4000 per month or who do not possess a degree are not considered skilled.
6. Professional license issued by the competent authority, example: doctor, nurse, etc. (professional license issued by the Ministry of Health - Department of Health)/ Teacher, teacher assistant (Ministry of Education - Knowledge Authority(Dubai)- Abu Dhabi Education Council- Sharjah Education Council) Fitness Trainer (Youth and Sports Authority)/ Advocate (Ministry of Justice).

Service Channels :

WEB,MOB,CENTER

Terms And Conditions :

- The Employee must be 18 years of age or older
- An employee in a specialized profession or any other profession that requires a license must meet the requirements stipulated in the applicable legislation.
- It is essential that the occupation of the proposed employee is compatible with the activities of the establishment.
- The establishment must maintain a valid license without any registered violations, resulting in suspension of its operations in accordance with applicable laws.
- The Work Permit application must be submitted by the authorized signatory of the establishment.
- The Candidate for employment must not possess a valid residence visa.
- A bank guarantee or insurance is not required to obtain this permit
- Electronic quota is not required to obtain this permit
- All skill levels and professions are eligible to apply for this type of permit, according to the terms of service

Relation of service with other service :

General Authority for Pensions and Social Security

Working Hours :



Notes:

The customer will be notified once the request has been completed. Applicants can follow up on their applications by visiting

- [Mohre website](#)
- MOHRE Smart App
- [Call center 600590000](#)
- Chabot

Permit Duration:

Two years

Type of Employment Contracts:

Full Time / Part Time / Temporary Work / Flexible Work / Remote Work / Job Sharing

For Inquiries call us at: :

[600590000](#)

8 AM - 8 PM