

## **Documents required to obtain an employment permit for a trainee worker**

1. reasoned request
2. proof of the legal power of attorney of the person engaging before the IGI
3. the certificate of registration or registration in the trade register or the certificate of registration in the Register of associations and foundations, in the original
4. the fiscal attestation certificate issued by the public finance administration in a territorial area where the corporate or professional headquarters or, as the case may be, the domicile of the employer, regarding the payment of obligations to the state budget.
5. the copy of the internship completed or to be completed with the conclusion of the individual employment contract
6. firm offer of employment
7. proof of the publication in a daily newspaper of wide circulation in Romania of at least one announcement for employment in order to carry out the internship;
8. job description
9. the copy of the minutes drawn up by the employer showing the selection made for employment in order to carry out the internship, as well as the fact that the foreigner whom the employer intends to employ in the vacant job fulfills the conditions of professional training and experience in activity provided by the legislation in force for the occupation of that job
10. the foreigner's declaration on his own responsibility that he is medically fit to be employed and that he has minimal knowledge of the Romanian language or knows a language of international circulation
11. the foreigner's curriculum vitae and 2 ¾ type photographs of him
12. the criminal record of the employer
13. copy of the foreigner's valid border crossing document
14. Fee