



Immigration Practice

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The process of
issuing a work
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for a foreign
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The procedure for obtaining a work permit for a foreign expert is, as stated above, complex. The following description describes the general framework of the process, but there are certain differences in the process depending on which permit has been applied for, and there are expedited procedures in place concerning some permits. In any case, we recommend that an Attorney from our office assist with the process.

First Step – An Application by the employer for a permit to employ a foreign worker: This application is submitted by the employer to the Permits Unit within the Authority. The application should specify the specific requirement to employ the foreign expert in Israel and include resumes and references attesting to the employee’s expertise. In addition, this application must be accompanied by various documents, as required by the Authority, including duly signed affidavits, an auditor’s confirmation that the company is active and is not subject to a “*Going Concern Warning*”, and copies of the relevant Forms 102 that are required to have been filed by the employer at the National Insurance Institute within the three months prior to the application (relevant only to Israel-based employers).

The submission of the application involves the payment of a fee of approximately NIS 1,200 (as at the date of writing).

The approval process for this application takes between one and two months.

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Second Step - Application for issuing an entry visa for the foreign expert: The employer should submit this application at one of the Authority's offices. The application involves completing and signing various forms and paying fees in the amount of approximately NIS 9,800 (As at the date of writing; it also is noted that the amount is for a permit for an entire year, and in the event that a permit is issued for a shorter period, the amount of the fee shall be reduced *pro rata*).

This process takes between one and two weeks.

Third Step - Issuance of a one-time entry visa at the Israeli consulate abroad: After the application for the work permit has been approved; the Authority will send the relevant consulate in the country of origin of the expert permission to issue a one-time visa for the expert.

It should be noted that consulates in certain countries additionally require, at their discretion, the employee to present various certificates and documents such as a certificate of good standing, a vaccination book, *etc.* It is recommended to check with the relevant consulate ahead of time, in order to ascertain what documents are required for issuing the visa, so to avoid unnecessary delays in issuing it.

The one-time visa is granted for one month; during which the employee is required to enter Israel.

Fourth Step – Arrival in Israel and issuance of a multiple entry visa: The foreign expert should enter Israel with the visa issued to him at the consulate. Upon entry into Israel, the working visa period will be extended by the period granted concerning the foreign worker's work permit.

A separate application for a multiple entry visa must be submitted to the offices of the Authority for the foreign worker to enter and leave Israel without any restrictions for the duration of the permit. The application involves completing and signing various forms and paying a fee of approximately NIS 175 (as at the date of writing).

Total time required to complete the process: about three months.

Total fees to be paid for a work permit for one employee for one year: approximately NIS 11,200.

For further details see our Immigration Practice's webpage:

<https://www.fbclawyers.com/practice-areas/immigration/>

We would be happy to answer any questions that you might have.

Sincerely,

Fischer Behar Chen Well Orion & Co.

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