



SEFOPE

Direcção Nacional Emprego Exterior

Factsheet 2

Selection Process

All seasonal worker selection for jobs is demand driven, this means Australian employers decide on their workers, not SEFOPE.

REGISTRATION AND TESTING

Workers go through registration and testing and if successful they move onto the **WORK READY POOL** (see Factsheet 1 on how to register).



The **WORK READY POOL** is a database of workers. It contains your personal details, the results of your fitness and English tests and your 'profile'.

SEFOPE SENDS THE CRITERIA TO THE WORK READY POOL DATABASE

which generates a long list of workers. This is sent to the employer.

MEDICAL CHECK-UP

The shortlisted workers are contacted by SEFOPE to bring in documents and undertake a health check for contracts over 5 months.



Returning workers still have to go through the health check and visa application process unless they have a multi-year visa.

FINAL RESULT

A final list is approved by the employer. This is sent to SEFOPE Director General and Secretary of State for approval. Once approved the LSU contacts workers and proceeds with processing workers visas. Only once medical examination, visa and contract are completed is a work placement FINAL.

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THE AUSTRALIAN EMPLOYER SENDS SEFOPE A REQUEST FOR WORKERS AND A 'CRITERIA'

For example: 20 workers, 50% female, English A, 160cm +.

INTERVIEW

The Australian Employer then interviews or chooses workers from their profile. They choose a 'shortlist' which includes the number of workers they need plus some reserves.



Employers will sometimes interview workers from the long list. These interviews are like job interviews and can happen online (via skype) or in person if the employer comes to Timor-Leste.

REPLACEMENT

Those who do not pass the medical will be replaced by those on the reserve list (see Medical Factsheet for more information). The employer chooses the workers from their reserve list, not SEFOPE.

Sometimes Employers will change workers in the final list or workers may not be granted an Australian Visa. This means they will not proceed to work in Australia on that job. SEFOPE cannot control this.

SEFOPE

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