



Government of the Azores

Regional Secretariat for Parliamentary Affairs and Communities
Regional Directorate for Communities



Guide for hiring foreign citizens in the Azores

JANUARY 2024



GUIDE FOR HIRING FOREIGN CITIZENS IN THE AZORES

EXECUTIVE SUMMARY
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Principle of Equal Treatment

In Portugal, it prevails the Principle of Equal Treatment of foreign or stateless worker - article 15 of the Constitution of the Portuguese Republic and article 4 of the Labour Code.

Who can hire?

There is no difference on who can be an employer of national and foreign workers.

Who can be hired?

Any foreign or stateless person with a work visa or with residence or permanent residence permit in Portugal can be hired as worker. (see Annex I of the Guide)

What obligations must the contract fulfil?

The work contract must be celebrated in writing, signed in two copies and have attached the documents proving compliance with the legal obligations relating to the entry and stay or residence and contain the elements of article 5 of the Labour Code.

What communications must be made?

The same communications must be made to all workers, immigrants or not:

Communication of the admission of workers to Social Security Direct, article 29 of the Social Security Contributions Code

Provide to the worker the number of the work accident insurance policy and the identification of the insurance entity. (article 106 no. 3 paragraph j) of the Labour Code)

What are the requirements for entry in Portugal?

Travel document, Visa, Means of subsistence, Not be registered for the purpose of refusing entry in the Schengen Information System – articles 9 to 13 of the Law of Entry, Stay, Departure and Removal of Foreigners from National Territory.

With which countries are there protocols or with which processes are faster?

Within the Schengen area, mobility is simpler and faster. Portugal has agreements with Cape Verde, Morocco and India.

What are the types of visas and who grants them?

All visas are issued by the Ministry of Foreign Affairs, through the respective Consular Network.

What conditions must a foreign citizen fulfil to apply for a short-stay visa for seasonal work of 90 days or less?

Employment contract or promise of employment contract, adequate protection in the event of illness, decent accommodation, meet the conditions laid down for regulated professions, travel document for the return - no 1 of article 51-A of the Law of Entry, Stay, Departure and Removal of Foreigners from National Territory.

Beside these, see the general conditions of article 52 of the abovementioned Law.