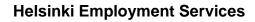


TEM716c 1 / 16

Registering as a jobseeker

Case number:	_ (to be filled out by th	ne authority).	
Act on the Organisation of Employme	ent Services (380/2023), Sections 27–28	
1. Personal information			
Last name:		First names:	
Personal identity code:	 	Municipality of reside	ence:
Address:		Postal code:	City or town:
Phone number:		Email address:	
Municipality of residence:			
Native language:		Service language:	
2. Nationality and residence permit	ŧ		
Nationality:			
Finnish			
citizen of another EU or EEA Me	mber State or Switzer	land, please specify: _	
family member of a citizen of and	other EU or EEA Mem	ber State or Switzerlar	nd
citizen of another country, please	e specify:		
Residence permit (to be filled out by ptheir family members)	persons who are not ci	tizens of an EU or EE	A Member State or Switzerland and
temporary residence permit (B)		temporary residence	e permit (B – temporary protection)
continuous residence permit (A)		permanent residence	e permit (P)
long-term resident's EU residenc	e permit (P-EU or P-E	Y) no reside	nce permit.
Right to take employment based on a No Yes	residence permit (to b	oe filled out persons g	ranted an A or B residence permit)
You have a residence permit for employ No Yes	yment. Does your resid	lence permit feature an	y limitations regarding the employer?





TEM716c 2 / 16

3. S	Status	
Wh	y are you registering as a jobseeker?	
	I am unemployed or about to become	unemployed. My first day of unemployment was/will be/ 20
	I am laid off full-time or about to be laid	d off. My first lay-off day was/will be / 20
	The duration of my lay-off is:	
	Until further notice	
	For a fixed term. Please enter the	lay-off period(s) that begin(s) within the next month:
	I have or am about to have a reduced	working week or my working time has been reduced with a lay-off,
	I will begin having reduced working we	eeks on / 20
	How the reduction of working time is b	eing implemented:
	I work part-time	
Please specify in more detail why you are registering as a jobseeker:		
	For other reasons	
	Please specify in more detail why you are registering as a jobseeker:	
Wh	at was your status before job-seeking?	
	Employed	Participating in municipal activities to support employment
	At a general educational institution	At a vocational educational institution
	In higher education	☐ In labour training
	An entrepreneur	☐ In military or civil service
	Serving a prison sentence	On family leave (e.g. maternity, paternity, parental leave)
	III	Caring for children
	On pension	
	Other circumstances	



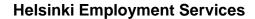


TEM716c 3 / 16

Unemployment benefit and seeking full-time employment

In order to receive an unemployment benefit from an unemployment fund or Kela, you must seek full-time employment for the entire duration of your unemployment or lay-off. This condition applies to all jobseekers, e.g. persons who are unemployed, laid off, working part-time or a reduced work week, or on sick leave. However, if you are receiving a disability pension as a partial pension, you are entitled to an unemployment benefit even if you are not seeking full-time employment.

Select the option that best describes your situation:
☐ I am seeking full-time employment. In order to receive an unemployment benefit, I am willing to accept work
offered to me.
☐ I am not seeking full-time employment. Because of this, I am not entitled to an unemployment benefit paid by
unemployment fund or Kela.
I am receiving a disability pension as a partial pension. In order to receive an unemployment benefit, I am
seeking and willing to accept part-time work.
Are you planning to apply for an unemployment benefit?
Yes, I will apply for an unemployment benefit.
The payer of the unemployment benefit is
No, I will not be applying for an unemployment benefit.
Change in job-seeking status
A change can have to do with starting work, studies, family leave or military service, for example.
No, my job-seeking status will not change in the next month.
Yes, my job-seeking status will change in the next month.
Reason for the change:
Start date of the change:/ 20
Will you continue job-seeking after the change?
4. Work experience and training
Specify your work experience and education over at least the past two years. The more specific the information you provide is, the better Helsinki Employment Services can offer services suitable for you.
Profession
Your current profession:
I have no profession





TEM716c 4 / 16

Employment relationships

List all of your employment and public service employment relationships. Your work history must be up to date and cover at least the past two years. Any unpaid work, e.g. work try-outs, can be mentioned in the 'Other experience' section.

Em	ployment relationship 1
Em	ployer:
Job	o title:
	Work in Finland, another EU/EEA country or Switzerland
	Work in another country
	Apprenticeship training
	Qualification being obtained:
	Organiser of the apprenticeship training:
Wo	orking time:
Sta	utus / reason for ending:
Sta	art date of the employment relationship (DD MM YYYY): / 20
	d date of the employment relationship (DD MM YYYY): / 20
	scription of the work experience (for example, you can list your work duties or skills obtained in the work).
	somption of the frenchise (for example, you can not your from addice of chance obtained in the french
Em	ployment relationship 2
Em	ployer:
Job	o title:
	Work in Finland, another EU/EEA country or Switzerland
	Work in another country
	Apprenticeship training
	Qualification being obtained:
	Organiser of the apprenticeship training:
Wo	orking time:





TEM716c 5 / 16

Status / reason for ending:
Start date of the employment relationship (DD MM YYYY):/ 20
End date of the employment relationship (DD MM YYYY): / 20
Description of the work experience (for example, you can list your work duties or skills obtained in the work).
Employment relationship 3
Employer:
Job title:
Work in Finland, another EU/EEA country or Switzerland
Work in another country
Apprenticeship training
Qualification being obtained:
Organiser of the apprenticeship training:
Working time:
Status / reason for ending:
Start date of the employment relationship (DD MM YYYY):/ 20
End date of the employment relationship (DD MM YYYY): / 20
Description of the work experience (for example, you can list your work duties or skills obtained in the work).
Decemption of the work experience (for example, year ear not year work datase of extine detailed in the work).
Employment relationship 4
Employer:
Job title:
Work in Finland, another EU/EEA country or Switzerland
Work in another country



TEM716c 6 / 16

Apprenticeship training
Qualification being obtained:
Organiser of the apprenticeship training:
Working time:
Status / reason for ending:
Start date of the employment relationship (DD MM YYYY): / 20
End date of the employment relationship (DD MM YYYY):/ 20
Description of the work experience (for example, you can list your work duties or skills obtained in the work).
Employment relationship 5
Employer:
Job title:
Work in Finland, another EU/EEA country or Switzerland
Work in another country
Apprenticeship training
Qualification being obtained:
Organiser of the apprenticeship training:
Working time:
Status / reason for ending:
Start date of the employment relationship (DD MM YYYY):/ 20
End date of the employment relationship (DD MM YYYY): / 20
Description of the work experience (for example, you can list your work duties or skills obtained in the work).



TEM716c 7 / 16

	nt and public service employment relationships from at least the nent and public service employment relationships that have not	
Business activities		
customers through an invoicing service cooperati	entrepreneur, as well as any activities for which you charge ve. Work other than that in an employment or public service I assignment contracts) constitutes business activities. Your at least the past two years.	
Business activity 1		
Type of business activity (own business activities cooperative, other business activities [e.g. freelands)	, family business, activities charged for though an invoicing service nce work or assignment contracts])	
Name of the business:	Business ID:	
Business type:	Job title:	
Start date of the business activities (DD MM YYY) End date of the business activities (DD MM YYY) Status: My work has ended		
Description of your work in the business activities work).	(for example, you can list your work duties or skills obtained in the	
 I have or have had YEL (self-employed personal Have you given up your YEL insurance? ☐ Yes, I have. End date of the validity of the No, I have not. 		
The business is or has been listed in the Pre	•	
Has the business been removed from the Pr		
Yes, it has. Date of submission of the cessation notification:/		
Yes, it has. Date of removal from the Re	egister: /	



TEM716c 8 / 16

	The business is or has been listed in the VAT Register	
	Has the business been removed from the VAT Registe	τ?
	Yes, it has. Date of submission of the cessation no	otification:/
	Yes, it has. Date of removal from the Register:	_/
	No, it has not.	
	The business is or has been listed in the Employer Reg	ister
	Has the business been removed from the Employer Re	gister?
	Yes, it has. Date of submission of the cessation no	otification:/
	Yes, it has. Date of removal from the Register:	/
	No, it has not.	
Bus	siness activity 2	
	•	siness, activities charged for though an invoicing service
	perative, other business activities [e.g. freelance work or	
Nar	me of the business:	Business ID:
Bus	siness type:	Job title:
Sta	rt date of the business activities (DD MM YYYY):/	20
	d date of the business activities (DD MM YYYY):/_	
LIIC	Tuate of the business activities (DD WIW 1111)//	20
Stat	tus: My work has ended My work	is ongoing or is about to begin Sick leave
Des	scription of your work in the business activities (for exam	ple, you can list your work duties or skills obtained in the
wor	k).	
		\.
Ш	I have or have had YEL (self-employed persons' pension	on) insurance
	Have you given up your YEL insurance?	,
	Yes, I have. End date of the validity of the insuran	ce:/



TEM716c 9 / 16

	The business is or has been listed in the Prepayment Register
	Has the business been removed from the Prepayment Register?
	Yes, it has. Date of submission of the cessation notification:/
	Yes, it has. Date of removal from the Register: /
	No, it has not.
	The business is or has been listed in the VAT Register
	Has the business been removed from the VAT Register?
	Yes, it has. Date of submission of the cessation notification:/
	Yes, it has. Date of removal from the Register: /
	No, it has not.
	The business is or has been listed in the Employer Register
	Has the business been removed from the Employer Register?
	Yes, it has. Date of submission of the cessation notification: /
	Yes, it has. Date of removal from the Register: /
	No, it has not.
	I affirm that I have listed all of my business activities from at least the past two years. I have also listed all of my business activities for which I have had or continue to have YEL or MYEL insurance. I also affirm that I have listed all of my business activities that have not been removed from the Prepayment, Employer and VAT Registers.
Edu	ication
gen com	all of your education programmes and qualifications, including ongoing and suspended ones. Enter at least one eral education programme (e.g. comprehensive school or general upper secondary school) that you have apleted and all other education programmes and qualifications obtained over at least the past two years. Enter at one general education programme, even if it is ongoing or suspended.
Edu	cation 1
Nan	ne of the qualification or education programme:
Edu	cational institution or education provider:
Star	rt date of the education programme (DD MM YYYY): / 20
End	date of the education programme (DD MM YYYY):/ 20
	My studies are suspended. Date of suspension: / 20



TEM716c 10 / 16

Description of the education programme (for example, you can list the content of the programme and what you have learned):	
Certificate	
I have not received a certificate	
I have received a qualification certificate	
I have received another kind of certificate for completing my studies	
I have received a certificate confirming that I have left the educational institution	
Education 2	
Name of the qualification or education programme:	
Educational institution or education provider:	
Start date of the education programme (DD MM YYYY):/ 20	
End date of the education programme (DD MM YYYY): / 20	
My studies are suspended. Date of suspension: / 20	
Description of the education programme (for example, you can list the content of the programme and what you have	
learned):	
Certificate	
I have not received a certificate	
☐ I have received a qualification certificate	
☐ I have received another kind of certificate for completing my studies	
Lhave received a certificate confirming that I have left the educational institution	



TEM716c 11 / 16

Education 3
Name of the qualification or education programme:
Educational institution or education provider:
Start date of the education programme (DD MM YYYY): / 20
End date of the education programme (DD MM YYYY):/ 20
My studies are suspended. Date of suspension: / 20
Description of the education programme (for example, you can list the content of the programme and what you have learned):
Certificate
I have not received a certificate
I have received a qualification certificate
I have received another kind of certificate for completing my studies
I have received a certificate confirming that I have left the educational institution
Education 4
Name of the qualification or education programme:
Educational institution or education provider:
Start date of the education programme (DD MM YYYY):/ 20
End date of the education programme (DD MM YYYY):/ 20
My studies are suspended. Date of suspension: / 20



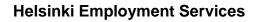
TEM716c 12 / 16

Description of the education programme (for example, you can list the content of the programme and what you have learned):
Certificate
☐ I have not received a certificate
☐ I have received a qualification certificate
☐ I have received another kind of certificate for completing my studies
I have received a certificate confirming that I have left the educational institution
I assure that I have reported all my studies from at least the past two years, as well as all ongoing studies that have not yet been completed
Other experience
Describe what skills you have obtained in different work, study or leisure time projects, volunteer work, trust activities or other unpaid work, e.g. a work try-out.
Other experience 1
Name of the experience:
Start date of the experience (DD MM YYYY):/ 20
End date of the experience (DD MM YYYY): / 20
Description of the experience and skills obtained during it (for example, you can list the content of the experience and what you have learned):
Other experience 2
Name of the experience:
Start date of the experience (DD MM YYYY):/ 20
End date of the experience (DD MM YYYY): / 20



TEM716c 13 / 16

Description of the experience and skills obta and what you have learned):	ined during it (f	or example, you	ı can list the	content of the e	xperience	
and what you have learned).						
5. Skills and wishes regarding work						
Describe the skills you have that you would I	ike to put to us	e in relevant wo	rk.			
What kind of work are you seeking? For exa	mple, describe	vour dream pro	fession or w	hat kind of dutie	s vou would	
like to perform and in what industry.		, ou. u.ou p. o			- y - a - 1 a - a	
Where are you seeking work? Enter a region	n, municipality o	or country.				
I am willing to travel in my work						
I am willing to work remotely						
Language skills						
Specify which languages you know	Native	Very good	Good	Satisfactory	Beginner	
and your level of proficiency.	language					
	П					
Driver's licence						
Valid driver's licences						
Car (B)	Car and trailer (B96 or BE)					
Motorcycle (A1, A2 or A)	Bus (D1 or D)					
Lorry (C1 or C)	☐ Bus and trailer (D1E or DE)					
Lorry and trailer (C1E or CE)						
Additional information (e.g. uncommon drive	r's licences or v	willingness to dr	ive):			
I have a car at my disposal.						





TEM716c 14 / 16

Professional cards and liceno	ces	
What licences and qualification	s do you have?	
Hygiene pass	Hot work card	Occupational safety card
Alcohol licence	First aid 1	Forklift licence
Other card or licence:		
Additional information (e.g. valid	dity information):	
6. Service needs assessment	:	
Employment capabilities		
Assess how the following factor	rs affect your chances of fir	nding employment.
My skills are in order, so I belie	ve I will find employment w	vithin the next three months
□ No		
My skills are inadequate fo I have been out of wo My skills are not up to I lack licences or certi My work experience is sufficient Yes	rk for a long time date in all respects ficates needed for the dutie	es, or they have expired
∐ No		
I do not think that my work I have only recently gi		ecause:
I have very little or no		
	s not from the industry that	I am seeking work in
Jobs suitable for me are availal	ole	
Yes		
☐ No		
My education and training are s	sufficient and up to date	
Yes		
No		



TEM716c 15 / 16

I currently have factors in my life that hinder my employment											
	Yes										
	You ca	n specify y	your life sit	uation:							
	No										
Job-seeking skills											
How	are yo	ur job-seel	king skills?	Select the	number t	hat best de	escribes yo	ur skills:			
[0	1	2	3	4	5	6	7	8	9	10
 1–3 = I have a lot more to learn about job-seeking. I need advice and guidance. 4–5 = My job-seeking skills are not up to date. I need more information and advice for job-seeking. 6–7 = I know how to seek work, but I am not sure if I know which job-seeking methods are the most suitable for me. 8–10 = I am able to use different job-seeking methods diversely and effectively. I do not feel that I need help. Work ability 											
Ass	ess how	your worl	k ability affe	ects your c	hances of	finding em	ployment.				
Let us assume that at its best, your work ability has been awarded 10 points. How many points would you award to your current work ability? Select the number that best describes your situation.								award to			
If you are currently unemployed, assess your latest job or the requirements of your profession. If you have no profession, assess your situation in relation to the job that you would like to have.											
I	I am completely unable to work My work ability is at its best						ts best				
[0	1	2	3	4	5	6	7	8	9	10
If you selected a number between 0 and 7, please provide more detail on why you chose this number, so that we can serve you better.											

Objectives for employment

Finally, tell us what other objectives you have to help you find employment.



TEM716c 16 / 16

My objective is – select one or several options:	
Finding employment first and foremost	
Studying or applying for studies – select one of the following:	
☐ I have applied for studies	
☐ I have not applied for studies	
I am currently studying part-time	
Changing my profession – select one of several of the following:	
For health reasons	
There are no jobs in my current field	
For other reasons	
You can specify the reason further here:	
Entrepreneurship – select one or several of the following:	
☐ I have a business concept	
☐ I need to improve my capabilities for entrepreneurship	
I am currently working as an entrepreneur	
7. Consent to presentation	
In addition to jobseeker profiles published on Job Market Finland, labour service specialists also present jobseeker to employers and provide employers with information necessary for filling vacancies. Information necessary for fill a job vacancy includes the jobseeker's name and contact information, as well as information concerning their education, skills and work experience.	
Do you consent to the disclosure of your information to employers?	
Yes, labour service specialists may disclose my information to employers.	
No, labour service specialists may not disclose my information to employers.	
8. Signature	
Place and date:	
Signature	
Name in block letters:	