

APPLICATION FOR A WORK PERMIT FOR THE REPUBLIC OF SOUTH AFRICA

Dear Sir/Madam,

We refer to your enquiry and wish to inform you that foreigners who intend to conduct work in the Republic of South Africa (RSA), with or without remuneration or reward, must apply for a work permit. There are five (5) different types of work permits that a foreigner may apply for:

Quota work permit: in respect of a foreigner, who intends to conduct work in the RSA and who falls within the specific professional category or within a [specific occupational class determined by the Minister of Department of Home Affairs](#) at least annually, provided that the number of work permits so issued does not exceed the predetermined quota.

General work permit: in respect of a foreigner, who intends to conduct work in the RSA, but who does not qualify to apply for a quota work permit.

Intra-company work permit: in respect of a foreigner, who is employed abroad by a business operating in the RSA in a branch, subsidiary or affiliate relationship and who by reason of his or her employment is required to conduct work in the Republic.

Exceptional skills work permit: in respect of a foreigner, who possesses exceptional skills or qualifications and who intends to conduct work in the RSA.

Corporate work permit: in respect of a foreigner, who intends to conduct work in the RSA for a corporate permit holder.

A foreigner under the age of 25, who intends to conduct work in the RSA for a period not exceeding one (1) year, may apply for a [work exchange permit](#).

A [visitor's permit with the concession to work](#) may be issued for a period of up to three (3) years at a time to a foreign spouse of a South African citizen or permanent resident, who intends to conduct work in the RSA.

In the case an immediate short term or urgent need for a limited duration (**not longer than 90 days**) of work activities that cannot be met by an application for a work permit, the non-renewable [authorisation to work on a visitor's permit](#) in terms of section 11(2) of the Immigration Act as amended may be issued a foreigner once.

A foreigner, who intends conducting work in the RSA, must be in possession of an offer of employment/ preliminary employment contract, in order to apply for a work permit (not applicable to an application for a quota work permit or exceptional skills work permit). A list of employment agencies, as well as the list of occupational categories for an application for a quota work permit, is available from our office on request.

The type of work permit that the foreigner may apply for depends on the job offer and his/her qualifications, and the prospective South African employer should assist the applicant in this regard. Please note that it is not the duty of our office to choose or advise a foreigner with regard to the type of work permit that he or she should apply for. As soon as a foreigner, or rather the applicant has confirmed the type of work permit that he or she wishes to apply for, with the prospective employer, we will however gladly forward the necessary requirements and application forms to him or her. Companies in the RSA may contact the Department of Home Affairs' Client Service Centre (CSC):

Fax +27 12 810 7567/ 8169

Email: csc@dha.gov.za

A foreigner, who intends to conduct work in the RSA, should apply for, and be issued with a work permit at a South African Mission abroad e.g. the Embassy in Berlin, before proceeding to the Republic. On condition that a complete application for a work permit has been submitted, the time required to process the application is normally 15 working days.

Kind regards,
Consular Section
Embassy of the Republic of South Africa
Tiergartenstr. 18
10785 Berlin

Fax: 030 22073 202

Email: berlin.consular@foreign.gov.za

Website: www.suedafrika.org