



DUBLIN - IRELAND

## **GENERAL INFORMATION AND TERMS & CONDITIONS OF BOOKING SOFT LANDINGS PROGRAMME**

Moving country on a medium to long-term basis is exciting, but it may also be a little daunting, as you may not really know what to expect! This is why Living English has made it easier for you!

### **English language tuition**

You will be able to select the number of weekly English hours you prefer to study. This will enable you to brush up on your spoken English and prepare you in advance for an up-coming job interview; these classes will also give you more confidence with the spoken language.

On the Soft Landings programme, we offer either 10-hours per week English language classes from 9am-11am., in Bray (on the coast and 40-minutes from Dublin city centre by direct train) or in Dublin city. The alternative is afternoon English classes from 1.45-5.00pm in Dublin. The Soft Landings programme includes English language classes for a 4-week duration, but additional English classes can be booked if desired.

Although we accept applicants with all English language levels on the Soft Landings programme, we recommend you have at least a B1 (intermediate) level of spoken English, as this will help you to find a job quicker.

### **Travel Card**

Living English will supply you with a Leap Visitor Card and you will be able to use this Travel Card on all buses, trams and trains in the Dublin area for a 4-week duration from the first day you begin to use it.

### **Meeting**

A representative of Living English will arrange to meet you in your school and will contact you in this regard on the first day of your English classes. This representative will also be available to you for any queries or doubts you may have during your stay. Please ensure your current mobile number is included on your Soft Landings application, as we will be in contact by whatsapp.

At this meeting, we will talk to you in detail about the type of work you are looking for, review your CV and your previous work experience and give you general information about the jobs market in Ireland. We will also discuss the paperwork you will need when you first start working in Ireland, the tax rates, time-off etc. We will do everything we can to help you, but please be aware we do not organise job interviews for you.

### **Accommodation**

Accommodation is currently at a premium in the Dublin area, so we would recommend that you look for your own accommodation online and in advance. It may be possible for us to book short-term accommodation for the duration of your English language classes, but after that, you will need to look

for accommodation for yourself. We will advise you which websites are the best ones to use, after you have registered on our Soft Landings programme.

### **Terms of Employment**

Your employer is not under an obligation to give you a contract of employment, but when you have been offered a job, please ensure that you know your start date, your timetable, how much you will be paid and whether you will be paid weekly or monthly.

When an employer talks to you about an hourly rate, for example, this is usually a gross figure, and some tax will need to be deducted from it. It is always best to ask the employer to send you an email with these details, so that you have everything in writing, and you can then refer back to it.

Your employer may also mention a trial period to you. This means the employer will decide after you have worked for a short duration, this could be hours or a couple of days, whether to employ you or not. You should be remunerated for any work you do during a trial period, but this is also subject to whatever agreement you make with your tentative employer.

Once the programme has started, there is no refund of monies.