

## **Document Checklist for Workforce Recruitment & Staffing (Poland)**

This document provides a comprehensive checklist of the minimum required documents for candidates applying for jobs in Poland through NSR Bhatti Group. It also includes the latest policies and rules introduced by the Polish government for foreign workers.

### **Minimum Documents Required for Application (Poland):**

1. Valid Passport (minimum 1-year validity)
2. Passport Size Photographs (white background)
3. Updated Resume / CV
4. Educational Certificates (high school or higher)
5. Skill Certificates (if applying for Skilled/Semi-Skilled jobs)
6. Experience Letters (if applicable)
7. Medical Certificate (from authorized medical center)
8. Police Clearance Certificate
9. COVID-19 Vaccination Certificate
10. Signed Employment Contract (if already issued)
11. Visa Application Form (Filled)
12. Proof of Address (recent utility bill or rental agreement)
13. Any other document requested by employer or embassy

For more query, contact at [info@nsrbhattigroup.com](mailto:info@nsrbhattigroup.com)

## **Latest Policies & Rules Introduced by the Government of Poland (as of 2025):**

1. **Simplified Work Permit Process:** Foreign workers applying for seasonal, skilled, or hospitality jobs can now access a faster work permit process under the new labor demand scheme launched in early 2025.
2. **Minimum Wage Regulations:** The national minimum wage in Poland has been updated to 4,300 PLN gross/month for full-time positions effective from January 1, 2025.
3. **Mandatory Health Insurance:** All foreign workers must have valid Polish health insurance coverage before entry. Employers may sponsor this, but personal coverage is mandatory for part-time and seasonal workers.
4. **Language Support Initiative:** Government-certified language support and onboarding courses are now available for workers from non-EU countries.

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