

SMART IMMIGRATION SOLUTIONS



SmartHR
delivering effective solutions

SmartHR's range of immigration solutions are designed to support you and your candidates in navigating and completing complex immigration processes to help you achieve your resourcing strategy.

Why use SmartHR for immigration support?

Our **highly knowledgeable** team are **skilled and experienced** in supporting clients covering entry clearance and indefinite leave to remain visa applications as well as work permit applications for the Isle of Man.

The immigration process can be a long journey and if not managed well, organisations can lose their much needed talent along the way as candidates struggle to navigate through the process and become disengaged as a result.

Immigration is a complex part of an organisation's resourcing and talent acquisition process and as an employer you have an important role to play in ensuring that the journey is supportive, effective, and overall legally compliant.

Our Smart Immigration Solutions can support you in achieving your resourcing goals for your international hires, enabling you to focus on turning your resourcing strategy into service delivery.

At SmartHR, we are focused on delivering an effective, friendly, and responsive service throughout every stage of the immigration process, providing regular updates to you and your candidates to ensure a great candidate experience.

Your People | Your Performance | Our Passion

HOW WE HELP

We will provide a clear outline of you and your candidate's responsibilities in making an immigration application, then we will guide and support you and your candidates through the complexities of making immigration applications, including completing and submitting 'Confirmation of Employment' forms, acting as a single point of contact to deal with related queries.

EMPLOYER RESPONSIBILITIES CAN INCLUDE, BUT ARE NOT LIMITED TO:

- Demonstrating that you are an Isle of Man Employer.
- Completing a fair and appropriate recruitment process that meets legislative requirements.
- Issuing a conditional offer of employment in line with immigration requirements.
- Applying for a Confirmation of Employment in line with immigration requirements.

ERRORS THAT EMPLOYERS MAKE CAN OFTEN INCLUDE:

- Not ensuring the employment offer documents contain the specific terms required for an immigration application.
- Completing the 'Confirmation of Employment' form incorrectly e.g. using the wrong SOC code.
- Not submitting the required documents to support a 'Confirmation of Employment' application.
- Advising candidates incorrectly regarding the immigration / visa application process.

THE BENEFITS OF USING OUR SERVICES:

- We can support you on a flexible basis to help achieve your resourcing strategy.
- We provide a single point of contact to deal with immigration-related queries from you and your candidates.
- We are focused on providing a positive and supportive client and candidate experience.
- We will support your candidates to continue their confidence in joining your organisation.
- We will provide regular updates to you and your candidates throughout the immigration process.

We won't be making visa applications for your candidates - only they can do this. But with our dedicated support we can be a source of:

- **Knowledge:** we understand the processes and the types of documents required and the legal imperative to get the processes right.
- **Guidance:** we will be available to answer questions regarding the immigration process as well as checking the submission documentation.
- **Support:** we will help you to achieve your resourcing and talent strategy, keep your candidate engaged throughout the process, monitor and provide regular updates.

Let us help take the headache out of making immigration applications!



Contact Gail to discuss your support needs on **07624 478764** or email **gail@SmartHR.co.im** to arrange a meeting.