

**A - The following must be attached to an application for change of the position of employment with the same employer (third paragraph of Article 20 of the Employment, Self-employment and Work of Foreigners Act):**

- valid passport or a certified photocopy of valid passport of the foreigner;
- an employment contract signed by the employer for at least one year in which the foreigner is guaranteed a salary in the amount of at least 1.5 of the average annual gross salary in the Republic of Slovenia, which is calculated on the basis of the average monthly gross wage as last published in the Official Gazette of the Republic of Slovenia;
- proof of adequate health insurance that covers at least emergency medical services in the Republic of Slovenia, when the foreigner states that they are not covered by compulsory health insurance in the Republic of Slovenia;
- proof of appropriate education (at least higher education);
- proof that the foreigner fulfils the conditions required by the employer.

**In the procedure of giving consent to a written approval for change of position of employment with the same employer, the Employment Service of the Republic of Slovenia will check under compulsory powers whether there are suitable unemployed persons in the register of unemployed persons.**

**B - The following must be attached to an application for change of employer (fourth paragraph of Article 20 of the Employment, Self-employment and Work of Foreigners Act):**

- valid passport or a certified photocopy of valid passport of the foreigner;
- an employment contract signed by the employer for at least one year in which the foreigner is guaranteed a salary in the amount of at least 1.5 of the average annual gross salary in the Republic of Slovenia, which is calculated on the basis of the average monthly gross wage as last published in the Official Gazette of the Republic of Slovenia;
- proof of adequate health insurance that covers at least emergency medical services in the Republic of Slovenia, when the foreigner states that they are not covered by compulsory health insurance in the Republic of Slovenia;
- proof of appropriate education (at least higher education);
- proof that the foreigner fulfils the conditions required by the employer;
- a statement signed by the employer on whether or not it provides accommodation for the foreigner.

**In the procedure of giving consent to a written approval for change of the employer, i.e. employment by two or more employers, the Employment Service of the Republic of Slovenia will obtain the following information under compulsory powers:**

- that there are no suitable unemployed persons in the register of unemployed persons;
- that the employer has been appropriately registered or entered in the Register of Agricultural Holdings or in the Business Register to pursue the activity in which the foreigner concerned is to carry out work;
- that the employer is not in liquidation or bankruptcy proceedings;
- that the employer operates actively;
- that the employer filed monthly withholding tax returns for income from the employment relationship, if the employer employed workers over the last six months prior to the month in which the application was submitted or during the period of operation, if shorter than six months, and had no outstanding tax liabilities.

**Information regarding personal data protection:**

- the personal data from the form is processed for the purpose of issuance of a residence permit in accordance with Article 93 of the Foreigners Act;
- the authority has the right to obtain other data as well, if this is in your interest and you have given your consent or if this is permitted by law. You can withdraw your consent from the authority at any time;
- if the required conditions are met, you have the right to access your personal data, the right to restrict processing and the right to object to processing;
- you have the right to check the accuracy of your personal data that is entered in the residence permit and the right to request for the data to be altered or, if the required conditions are met, its deletion.
- The controller stores your data in accordance with Article 115 of the Foreigners Act;
- the authorised person of the controller for the protection of personal data at the Ministry of the Interior can be contacted at the e-mail address: [dpo.mnz@gov.si](mailto:dpo.mnz@gov.si);
- if you are of the opinion that your data is being processed illegally, you can file a complaint with the Information Commissioner.