

FACTSHEET ON CAREER SUPPORT PROGRAMME

(A) WHAT IS THE CAREER SUPPORT PROGRAMME?

1. The Career Support Programme (CSP) is a salary support programme offered by Workforce Singapore (WSG) and the Employment and Employability Institute (NTUC's e2i) to encourage employers to hire eligible Singapore Citizen Professionals, Managers, Executives and Technicians (PMETs).
2. As part of the Adapt and Grow initiative to help Singapore Citizens adapt to changing job demands and enhance their employability, the CSP will be extended for two (2) years. The programme period will be from 1 Apr 2019 to 31 Mar 2021.

(B) WHO IS ELIGIBLE TO PARTICIPATE IN CSP?

3. Individuals

- i) Singapore Citizens aged **40 years and above** who has been Made redundant or unemployed and actively looking for jobs for 6 months or more
- ii) Singapore Citizens aged **below 40 years** who has been Unemployed and actively looking for jobs for 6 months or more

Companies

4. Employers are eligible for salary support under the CSP if they fulfil all of the following criteria:
 - Companies must be legally registered or incorporated in Singapore, with a Unique Entity Number (UEN);
 - Employ individual(s) who fulfil the conditions in paragraph 3 by offering a gross monthly salary¹ of at least \$4,000 (\$3,600 for SMEs)

¹ The sum of the New Hire's monthly basic monthly salary and any fixed monthly allowance (does not include shares)

- Offer individual(s) a permanent job or an employment contract/ contract of service² of at least 12 months

(C) WHAT KIND OF SUPPORT IS AVAILABLE?

Individuals

5. Eligible Singapore Citizen PMET job seekers will have more opportunities to access mid-level jobs.

Companies

6. Employers can receive salary support of up to a maximum of 18 months for every eligible Singapore Citizen PMET employed (see Table 1). This will help defray a portion of their salary bill as employers tap on the pool of experienced and skilled PMETs.

Table 1: Salary* Support for Companies

Salary Support for Singapore Citizen PMETs	<u>First</u> 6 months of employment	<u>Second</u> 6 months of employment	<u>Third</u> 6 months of employment
≥40 years unemployed and actively looking for jobs ≥12 months	50%	30%	20%
≥40 years unemployed and actively looking for jobs for 6 months to <12 months OR made redundant	40%	20%	N.A.
<40 years unemployed and actively looking for jobs for ≥6 months	20%	10%	N.A.
Gross monthly salary*: Offering at least \$3,600/month for SME [^] (capped at \$7,000/month) Offering at least \$4,000/month for Non-SME [^] (capped at \$7,000/month)			

* The sum of the New Hire's monthly basic monthly salary and any fixed monthly allowance

[^] Companies must be legally registered or incorporated in Singapore, with a Unique Entity Number (UEN)

² A contract of service is an agreement between an employer and an employee. In a contract for service, an independent contract, such as a self-employed person or vendor, is engaged for a fee to carry out an assignment or project (taken from the Ministry of Manpower website)

(D) HOW DO COMPANIES NOTIFY AND CLAIM FOR CSP?

7. Companies can submit the 'CSP Notification Form' via **WSG Feedback Portal** <<https://portal.ssg-wsg.gov.sg/feedback>> using their CorpPass login. Once notification is verified, an acknowledgement email will be sent to companies. Companies can refer to the 'CSP Claims Form' included in the acknowledgement email on the details for claiming salary support under CSP. Companies can download the 'CSP Notification Form' from www.wsg.gov.sg/csp_employers. Submission should be no later than **three (3) calendar months** from the date of CSP work commencement.

(E) WHERE TO GET MORE INFORMATION?

8. PMETs and employers who wish to find out more about the CSP can contact Workforce Singapore's Careers Connect at 6883 5885 or NTUC's e2i centres at 6474 0606 or visit www.wsg.gov.sg for more information.