

What is the procedure to change jobs in Qatar?

All workers in the State of Qatar are able to change employers without a No Objection Certificate (NOC).

The steps below apply to private sector workers covered by Labour Law No. 14 of 2004, domestic workers, agricultural and grazing workers, and fishermen. To change employers, the following steps should be followed:

1 The worker should submit the application to change jobs through the **electronic system of the Ministry of Labour (MoL)**:

- The worker must print, fill in and sign the "**Change Employer**" form. The new employer also needs to sign and add the company's official stamp to the form. In case the worker is changing jobs to work in a private household, the signature of the new employer will suffice.
- The worker must log into **MoL's electronic system** with his/her Qatari ID (QID) and mobile phone number, and then upload a copy of the signed form. The mobile number must be linked to the worker's QID.

2 Once the application is submitted, an EC (Employer change) number will appear on the screen. This number confirms that the application has been successfully submitted.

- Workers should keep a record of the EC number.
- At any time, workers can check the status of their application by logging into the **Ministry's website** using their QID and EC number.
- Workers can cancel their application at any time before the request is approved, through **MoL's electronic system**.
- Workers can also cancel their application after receiving the approval by submitting a written request to MoL, as long as their new employment contract has not been authenticated yet. They should submit a signed letter in Arabic addressed to the Head of the Labour Relations Department. In this letter, they should include a brief explanation on why they are requesting to cancel their application along with the EC number provided at the time of application submission, a copy of their QID and mobile phone number.

3 The Ministry may reject an application to change job if, for example, the worker did not complete the form correctly or the new employer is being prevented from hiring new workers.

4 Once the application is processed, the worker will receive an SMS from the Ministry confirming the change of employment and the notice period.

It is at this point that both the current and new employers will be informed.

- If the worker has worked for the current employer for 2 years or less, the notice period will be 1 month.
- If the worker has worked for more than 2 years, the notice period will be 2 months.
- The end of the notice period will be indicated in the SMS from the Ministry.
- The worker must continue to work with the current employer during the notice period unless the worker and the current employer have mutually agreed to reduce the notice period.

5 Once the notice period is completed, the new employer will prepare the employment contract through MoL's **Digital Authentication System for a Multi-lingual Employment Contract**.

This needs to be completed within three months from the end of the worker's notice period. Upon filling in all the information, the new employer will print the employment contract to be signed by the worker and the new employer. If the worker agrees to the provisions in the contract, he/she can sign it.

- The new employer will upload the signed contract onto the Ministry's website for authentication.
- Upon finalization, the new employer must provide a copy of the authenticated employment contract to the worker.

6 After the employment contract is authenticated, the new employer should submit a request for the worker's new QID to the Ministry of Interior.

7 The worker can now start his/her new job

The worker will receive a new QID (free of charge) from the new employer.

Note

Both workers and employers can download a copy of the employment contract at all times through the **MoL portal**.

Useful Links

[Submit your application to change jobs](#)

[Check the status of your employer change application](#)

[Submit a labour-related complaint to MoL](#)

WHERE CAN I FIND MORE INFORMATION?

For more information, please contact the Ministry of Labour by
Email info@mol.gov.qa,
Website www.mol.gov.qa or visit our offices.