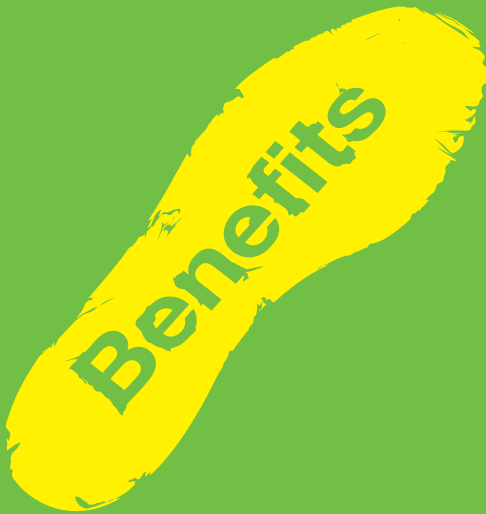


Find your way back to work



jobcentreplus

Part of the Department
for Work and Pensions

Find your way back to work with Jobcentre Plus.

Jobcentre Plus wants to help you get back to work quickly. Even in an economic downturn, many jobs are available. Meanwhile, we'll step in by paying you benefits and helping you look for work or learn new skills.

To find out about getting back to work, claiming benefit, or training visit direct.gov.uk or www.jobcentreplus.gov.uk

Step 1

Do I qualify for benefit?

Jobseeker's Allowance (JSA) is the main benefit for unemployed people.

To qualify, you must:

- be looking for work
- usually be able to work for at least 40 hours a week
- be over 18 and under state pension age (under 18s can qualify only in special circumstances)
- live in England, Scotland or Wales.



Benefits

There are 2 types of JSA – one is based on how much National Insurance you've paid in the last 2 years, and normally pays £47.95 or £60.50 depending on your age. The other takes account of your family circumstances, income and savings and can pay more depending on your needs.

To make a claim, call 0800 055 6688 (textphone 0800 023 4888). Lines are open from 8am to 6pm Monday to Friday. You will need your National Insurance number and details of your:

- rent or mortgage
- past or present employer
- income and savings.

We'll take your claim and arrange for an adviser to help you with your job search. You may also be able to get help with your housing costs and Council Tax Benefit. Our online benefits adviser can also advise what you may qualify for: visit direct.gov.uk

Next: for more on all our financial support, visit www.jobcentreplus.gov.uk
To claim JSA, call **0800 055 6688**.

Step 2

How do I find work again?

Many employers advertise vacancies online and ask you to apply online. To keep up with the latest vacancies, you will need to:

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- use the internet (see back page)
 - have your own email address
 - know how to find vacancies and fill in applications online.

Jobcentre Plus has a wide range of jobs at www.jobcentreplus.gov.uk

Our website can help you get back to work. This might be writing a cv, preparing for interviews, help with childcare or travel costs for interviews and specialist services if you have a disability that affects you

at work. The website gives information and advice, too, if you want to start a business.

You can also speak to an adviser about current vacancies. Call 0845 6060 234 (textphone 0845 6055 255). Lines are open from 8am to 6pm Monday to Friday and 9am to 1pm Saturday.

Next: to search for jobs, go to www.jobcentreplus.gov.uk or call **0845 6060 234**.


Step 3

What if I want or need to retrain?

Refreshing your skills or learning new ones can increase your chances of finding a new job. Jobcentre Plus can advise you on your options. Depending on your age and qualifications you may be able to get free courses.

You can find out what's available in:

England

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- The Careers Advice Service provides free information and advice on learning and work. A confidential helpline is

