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INDIVIDUAL DIGITAL ACTION PLAN[1]

Between the Employment Advisor and the Job Seeker

On …/…/…, between the Employment Advisor ……. and the Job Seeker …….., registered in the Digital Employment Register with reg. no. ….., this action plan was agreed upon, confirming the following:

During the process of utilizing the available means and assessment tools, information was registered in the digital information system, such as your educational profile, knowledge, abilities, your formal and substantive qualifications, the skills you already possess and those that are necessary to obtain.

Also captured is your professional profile as of now, your professional experience, as well as your place of residence and activity in order to facilitate your access to the labor market, in order to achieve your professional goals.

In addition, other necessary elements were recorded for the facilitation of your access to and integration into the labor market.

During the above process, the professional and personal priorities were clarified in line with your needs and prioritized the steps that need to be followed in order to achieve your integration into the labor market. In conclusion, the Digital Action Plan was drawn up based on which, specific actions were proposed to you, which are accompanied by a specific schedule.

Taking into account the above, we briefly present the data as they were recorded and registered in the Digital Action Plan:

Educational Profile

Standard Qualifications:

The job seeker has the following qualifications:

Title: ……. Level of Education: ……

Additional training in:

[1] By MINISTRY OF LABOR AND SOCIAL AFFAIRS, GREEK PUBLIC EMPLOYMENT SERVICE (GPES)

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Title: ……..

Field: Has attended a professional training program or programs, specifically: ……

From: …… To: ……..

Possesses the following Knowledge, Skills and Abilities:

Possesses Knowledge of foreign languages:

Additionally possesses:

And has a driver's license:

Professional Profile

The profession or professions in which he is looking for work are:

……

……

Has worked:

From: …….. To: ….

Specialty:

Employer:

From: …….. To: ….

Specialty:

Employer:

From: …….. To: ….

Specialty:

Employer:

His / her professional goals are:

His / her expressed needs are: ·

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Other information

Any barriers to joining the labor market: ……..

The utilization of the above data leads to an action plan that will respond to your prioritized needs. In particular, you were recommended by the employment advisor multiple actions, which aim to achieve your goals and which have been agreed by both sides.

The action plan is as follows:

- ELECTRONIC JOB SEARCH SERVICES (via employment portals)
- PLACEMENT IN A JOB POSITION (NOT FUNDED)
- TRAINING FOR THE ACQUISITION OF HORIZONTAL COMPETENCES/SKILLS
- WORK EXPERIENCE ACQUISITION PROGRAMS
- SUBSIDIZED EMPLOYMENT OPPORTUNITIES
- OTHER ACTIONS ……..

You also received a referral note regarding: …….

These actions align with the job seeker's educational and professional background and have been determined collaboratively using available employment services. Should a suitable position not be found based on this profile, alternative roles aligning with the job seeker's competencies will be proposed.

Additionally, both parties have agreed to maintain cooperation in career counseling and employment support. This collaboration is based on principles of good faith, honesty, and mutual trust.

This Digital Action Plan is effective upon the consent of both parties.

The cooperating parties

Employment Advisor The job seeker

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