

Recruiter's Permit

Overview

This is issued to an individual engaged in recruitment for an individual, establishment or association holding recruiter's licence.

Who is eligible?

Citizens and non-citizens.

How do I get this service?

- Download and complete the **Recruiter's permit form** and submit with supporting documents to the nearest labour office.
- Collection of Recruiter's Permit after notification or applicant can check after service period.

What supporting documents are required?

- Copy of Recruiter's Licence
- CVs of potential Recruiter's permit holders

How long will this service take?

One (1) week.

How much does it cost?

- BWP 5.00 fee for registration. Type A
- BWP 20.00 fee for registration. Type B

Where can I get more information on this Service

Districts' Contact Numbers

Department of Labour and Social Security Head office, Gaborone Tel. (+267) 37372772	Gaborone Regional Labour Office I Tel. (+267) 3971406
Gaborone Regional Labour Office II Tel. (+267) 3956019	Francistown Regional Labour Office Tel. (+267) 2416933
Lobatse Regional Labour Office Tel. (+267) 5332569	Maun Regional Labour Office Tel. (+267) 68622705/2418
Selibe Phikwe Regional Labour Office Tel. (+267) 2611598	Serowe Regional Labour Office Tel. (+267) 4632579
Kasane Regional Labour Office Tel. (+267) 6250216	

Opening hours: 7:30 am to 12:45 and 13:45 to 16:30, Monday to Friday, except public holidays.

