

# My Claimant Commitment

jobcentreplus

Department for  
Work and Pensions

Name

National Insurance Number

In return for my Jobseeker's Allowance I will do everything I reasonably can, each week, to give myself the best prospects of securing employment. The activities I have agreed in this Claimant Commitment will offer me the best chance of doing so.

## My types of work:

I have agreed with my Coach that:

- I will be available for all types of work, and
- I will seek and apply for all types of work that give me the best prospects of securing employment.

## Where I will work:

I will look for work that I can travel to within 90 minutes each way from home.

## My availability for work:

I'm available to attend a job interview immediately.

I'm available to start work immediately.

I am available to work for any hours on any day up to a minimum of 40 hours per week.

I know if I am not available as agreed above my Jobseeker's Allowance and / or National Insurance Credits will be stopped.

If I make a new claim to Jobseeker's Allowance after such failure, I may not get paid benefit for:

- four weeks, or
- 13 weeks if it has previously been decided on one or more occasion that my Jobseeker's Allowance should be stopped because I was not available for or actively seeking employment within 52 weeks (but not within 2 weeks) of my last failure.

## My actions for getting work

I know I must do everything I reasonably can, each week, to give myself the best prospects of securing employment. I have agreed with my Coach that the activities listed below are those that I can be reasonably expected to do.

		How often
X	I will use jobsites and employer websites to find and apply for jobs I can do.	Daily
X	I will log in to my Universal Jobmatch account to find and apply for jobs I can do.	Daily
X	I will check newspaper job vacancy sections and apply to those jobs I can do.	3x Weekly
X	I will respond promptly to contacts and notifications from employers and jobsites.	Daily
X	I will consider what I need to do to make effective applications to the jobs I find.	Ongoing
X	I will ensure I have an up to date CV that I can tailor for jobs I apply for.	Ongoing
X	I will look on <a href="http://www.apprenticeships.org">www.apprenticeships.org</a> and apply for all apprenticeships I can do	2x Weekly
X	I will go to the open day for the catering Sector-Based Work Academy	11/10/13

I understand that detailed planning for how I will undertake these activities is essential to give myself the best chance of success. The 'My Work Plan booklet' will help me to plan and manage how I will do these things and anything else I think will help improve my chances of moving into work. My Coach will work with me on this.

I know I must show that I have done all that is reasonable to give myself the best prospects of securing employment. I will keep evidence of what I have done and take this with me every time I go to the Jobcentre. My Work Plan booklet will help me do this.

If I cannot show I have done everything that I reasonably can, each week, to give myself best prospects of securing employment, I know my Jobseeker's Allowance and / or National Insurance Credits will be stopped.

If I make a new claim to Jobseeker's Allowance after such failure, I may not get paid benefit for:

- four weeks, or
- 13 weeks if it has previously been decided on one or more occasion that my Jobseeker's Allowance should be stopped because I was not available for or actively seeking employment within 52 weeks (but not within 2 weeks) of my last failure.

## My rights

I know if there is a disagreement about my Claimant Commitment, I can ask for this to be reviewed. I also know that if there is any dispute about my benefit, my case may be sent to a decision maker, which could result in the loss of my Jobseeker's Allowance and / or National Insurance Credits. If this happens I will be told. If I am not satisfied with the decision I can ask for it to be explained or reconsidered. If I am still unhappy with the outcome I know I have the right to appeal.

## Changes in my circumstances

I will tell Jobcentre Plus straight away if my circumstances change in any way which could affect my Jobseeker's Allowance. I understand that if I give false information or do not tell DWP of something I should, I could be liable to repay any overpayment of benefit and I could be taken to court.

## My Claimant Statement

- I have read and understood my Claimant Commitment.
- I will do everything I reasonably can to give myself the best prospects of securing employment.

- I understand that my Coach is there to support me but ultimately getting work will be up to me; and putting more into this will help me get a job sooner.
- I understand Jobcentre Plus will give me help and advice to do the things set out in my Claimant Commitment.
- I understand I must attend the Jobcentre when required to do so.
- I understand my Coach may require me to take other specific actions to improve my chances of finding work.
- I understand Jobcentre Plus may seek feedback from employers about any jobs they have told me to apply for.
- I understand this Claimant Commitment is my Jobseeker's Agreement for the purpose of section 1(2) (b) of the Jobseekers Act 1995.

**Claimant signature**

Signed .....

Date

**Coach signature**

Signed .....

Date

This Jobseeker's Agreement is treated as made on

# My Jobseeker Profile

jobcentreplus

Department for  
Work and Pensions

Name

National Insurance Number

**The types of work I am most likely to get:**

**I believe this because:**

• **My qualifications are:**

• **My employment strengths and skills are:**

• **My experience is:**

**My circumstances:**