

The path to Building National Human Resources

Program Guide (Individuals)

About HRDF

HRDF's inception

The Human Resources Development Fund (HRDF) was established by Decision of the Council of Ministers on 29/04/1421H to support efforts to qualify and recruit the national workforce in the private and non-profit sectors



Our Vision

To create a sustainable national workforce in the Kingdom of Saudi Arabia



Our Mission

Growth and development of national human resources through effective and high-impact initiatives delivered in partnership with key stakeholders of the labor market system.

Our Values:

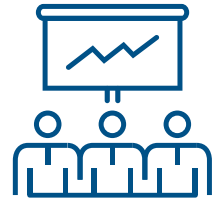
- Liability
- Teamwork
- Capacity-building
- Sustainable impact

Who is this guide for?

- School Students
- Job Seekers
- Universities and Vocational Institute Students
- Currently Employed Individuals

Objectives of HRDF:

HRDF's strategy is based on (3) main objectives:



Support human resources development to match labor market needs



Enablement employment sustainability for groups facing challenges to enter or remain in the labor market.



increasing the efficiency of compatibility between the supply and demand of jobs

To achieve our strategic objectives:

The programs have been redesigned to become **(8) major programs** with products designed to meet the needs of individual beneficiaries and enterprises, in order **to achieve a comprehensive beneficial experience**. The programs include:

- 1 Career Guidance and Counseling
- 2 Training support
- 3 On-the-job Training
- 4 E-Training
- 5 Enablement
- 6 Income Support
- 7 Job alignment
- 8 Job Search assistance



The HRDF also offers **several initiatives and programs** to support the training, employment and enablement of citizens and to support enterprises in all economic activities, sectors and occupations.

HADAF From The Human Resources Development Fund

Is an umbrella for programs and products provided by the Human Resources Development Fund that allows the efficient and effective delivery of guidance, training and enablement products to increase the stability and development of the labor force in the labor market

Pillars



Counseling

Products that help target groups make good decisions regarding their educational and professional paths, and support them with planning skills for their professional paths in line with their personal aspirations and labor market needs.



Training

Products to support the training and qualification of national cadres, increase their competitiveness and enhance their efficiency in the labor market, and contribute to the development of their knowledge and professional skills.



Enablement

Sustainable employment enablement products for groups facing challenges to enter or remain in the labor market in order to increase their level of participation, as well as initiatives provided by the HRDF to employers and entrepreneurs.

Programs and products provided to individuals



Counseling

- Career Counseling and Guidance Platform
- Career Counseling and Guidance - Online
- Career Counseling and Guidance - Universities
- Career Counseling and Guidance - Schools



Training

- Graduates Development (Tamheer)
- Cooperative Training
- The Work Experience
- Strategic partnership institutes
- Professional Certification
- E-Training Program (Doroob)
- MAHARAT



Enablement

- Childcare Support (Qurrah)
- Transport Support (Wusool)
- Dialysis Support
- Directed Transport Support
- Order Delivery Support



»» Counselling Pillar

► Career Counseling and Guidance Platform



Career Counseling and Guidance Platform

A dedicated platform to enable all Saudis to make better educational and career choices by building an integrated system of career counseling and guidance services for both students, teachers, job seekers, business owner and employees.

Target group

- Students in high school, both males and females.
- Students at universities and institutes.
- Job seekers.
- Employees.

Product Objectives

- Making beneficiaries aware of their professional and academic interests.
- Educating beneficiaries about the most important labor market skills
- Providing beneficiaries with a glimpse into the most promising professions of the future.
- Delivering professional consulting services remotely and directly to the beneficiaries.
- Identifying all career paths and sectors of the labor market.
- Helping Saudis plan their career paths.
- Assisting them in navigating the labor market by providing career guidance and counseling.

Career Counseling and Guidance Platform

Available Service Delivery Channels

- The platform: [Click Here](#)
- Human Resources Development Fund Website: [Click Here](#)

Eligibility Requirements

- The applicant must be a Saudi national

Service Launch Date

- The service has been launched on: **20/03/2019**

Policies, Regulations and Procedures

Steps to obtain the service

1. Create an account on the Career Counseling and Guidance Platform
2. The beneficiary can use his account in the e-services of the HRDF

To learn more about the product and FAQ [Click Here](#)

For more information on the regulations and procedures of the Human Resources Development Fund: [Click Here](#)

► Career Counseling and Guidance - Online



Career Counseling and Guidance - Online

Providing remote career counselling services by professional consultants to assist target groups in professional development (for school and university students, job seekers and employees).

Target group

All Saudis between 16-60 years old..

Product Objectives

- Provide professional development and guidance sessions for all segments of beneficiaries (school students, university students, job seekers, employees).
- Raising the level of knowledge of beneficiaries' tendencies and abilities and linking them to all disciplines, occupations, trajectories and labor market needs.
- Raising the level of services provided in vocational counselling for beneficiaries' groups



For registration:

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► Career Counseling and Guidance – Universities



Career Counseling and Guidance - Universities

Participation and integration with higher education to promote the concept of vocational counselling through the establishment of centers or offices for counselling in universities, visiting universities and institutes with the aim of activating activities and programs of vocational counselling and guidance and enabling students to learn about professional skills and the labor market to adapt the outcomes of education to the requirements of the labor market.

Target group

- College student
- Graduator
- Academic and administrative cadre

Product Objectives

- Raising the level of knowledge of the tendencies and abilities of students and graduates of beneficiaries and linking them to all disciplines and occupations, their pathways and the needs of the labor market.
- Develop professional planning skills of students and graduates and help them make appropriate educational and professional decisions to get the job.
- Contribute to raising awareness about the importance of all occupations and improve the mental image of the culture and importance of work.
- Raising awareness about the skills required in the labor market and future occupations.



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► Career Counseling and Guidance – Schools



Career Counseling and Guidance - Schools

Vocational Guidance Initiative seeks to engage and integrate with general education to promote the concept of vocational guidance by activating vocational guidance in schools (Governmental - eligibility) by a group of qualified career mentors, with the aim of aligning the outcomes of education with the requirements of the labor market and enabling students to learn about the skills and requirements of the current and future labor market, through integration with the services of the education departments to provide everything that is in the interest of students and contributes to their academic and professional development

Target group

- Highschool student (Male/Female)
- guidance counsellor
- Students' parents

Product Objectives

- Raising the level of services provided in vocational counselling for students.
- Raising the level of knowledge of beneficiaries' tendencies and abilities and linking them to all disciplines, occupations, trajectories and labor market needs.
- Develop students' professional planning skills and help them make appropriate educational and professional decisions to get a job.
- Contribute to raising awareness about the importance of all occupations and improve the mental image of the culture and importance of work.
- Raising awareness about the skills required in the labor market and future occupations.
- Linking career mentors to the education sector to be the link between the Fund and all segments of beneficiaries.



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Career Counseling and Guidance - Schools

Services:

- Public and vocational guidance workshops.
- Group career guidance sessions based on the classification of needs, tendencies and capacities.
- Familiarize and link to the Fund's relevant programs and potential.
- Individual vocational counselling sessions according to each student's needs.
- Participate in professional meetings and events and activate the role of career mentors.
- Tendency measurement procedure to identify students' abilities.



▶▶▶ Training Pillar

► The Graduates Development (Tamheer)



The Graduates Development (Tamheer)

One of the products of the on-the-job training program aims to develop graduates of diplomas and bachelor's degrees in order to gain their field experience

Target group

- Graduates of institutes and colleges holding diplomas
- University graduates with bachelor's degrees

Product Objectives

- Reducing the gap between an individual's qualifications and labor market skills.
- Providing graduates with practical and professional experience in line with market demands.
- Increasing employment opportunities by providing high-quality practical experience.
- HRDF rewards employees 3000 SAR per month.

Support Mechanism

HRDF offers monthly rewards of 3,000 SAR, and training lasts between 3 and 6 months.

The Graduates Development (Tamheer)

Eligibility Requirements:

- The beneficiary must be a Saudi national.
- Be registered on the Human Resources Development Fund's website.
- To have a diploma degree from technical, health and administrative institutes and colleges, of not less than one academic year from an accredited authority (two semesters).
- The applicant must have a bachelor's degree or higher from a Saudi or foreign university accredited by the Ministry of Education (the decision to equalize the certificate issued by the Ministry of Education should be attached if the source of the certificate is a foreign university).
- Not to have prior practical experience in the public or private sector beyond one year's birth.
- I'm 30 years old.
- The applicant is not currently involved in any work in the public or private sector.
- The individual is not on the Fund's list of "prohibited persons".
- The applicant has not benefited from the graduate development product (Tamheer) by taking full advantage of no more than two opportunities in a total of 6 months for the two opportunities.
- The individual is not excluded from the graduate development product (Tamheer).

The Graduates Development (Tamheer)

Available Service Delivery Channels

- Human Resources Development Fund Website: [Click Here](#)

Service Launch Date

- The service has been launched on: 18/07/2023

Policies, Regulations and Procedures

Steps to obtain the service

1. Go to the Human Resources Development Fund's website.
2. Click on the e-services icon.
3. Choose Login-Individuals.
4. Sign in through unified national access.(NAFATH)
5. The system presents to the user an overview of the program and the objectives of the program.
6. The user chooses to agree to the terms and conditions and then register.

To learn more about the product and FAQ [Click Here](#)

For more information on the regulations and procedures of the Human Resources Development Fund: [Click Here](#)

► The Training Cooperative



The Training Cooperative

It is one of the products of the on-the-job training program targeting students with cooperative training as a graduation requirement to provide national cadres with practical and professional experience to improve their employability

Target group

- Dedicated to Saudi students studying in the diploma and bachelor's stages.

Product Objectives

- Reduce the inherent gap between an individual's qualifications and the skills required.
- Prepare and develop students with practical and professional experience according to the need of the labor market.

The Training Cooperative

Support mechanism:

The Fund's contribution to the collaborative training product is digital empowerment using the platform provided by the Fund.

Eligibility Requirements:

- The beneficiary must be a Saudi national.
- Be registered on the Human Resources Development Fund's website.
- Be a diploma or bachelor's degree.
- The current beneficiary of training products is not on the job of the Human Resources Development Fund.
- The individual is not on the Fund's list of "prohibited persons".
- The individual is not excluded from the cooperative training product.

The Training Cooperative

Available Service Delivery Channels

- Human Resources Development Fund Website: [Click Here](#)

Service Launch Date

- The service has been launched on: **19/05/2024**

Policies, Regulations and Procedures

Steps to obtain the service

1. Access to the Human Resources Development Fund's website.
2. Click on the e-services icon.
3. Choose Login-Individuals.
4. Sign in through unified national access. (NAFATH)
5. The system presents to the user an overview of the program and the objectives of the program.
6. The user chooses to agree to the terms and conditions and then register.

To learn more about the product and FAQ [Click Here](#)

For more information on the regulations and procedures of the Human Resources Development Fund: [Click Here](#)

The Work Experience



The Professional Experience

A product of the on-the-job training program, it aims to train Saudi students studying in secondary/diploma/bachelor's level to contribute to raising awareness of occupations and preparing them for the labor market by giving them a field career experience in order to acquire the basic skills required by the labor market and to discover specializations and occupations and the nature of work related to them in the real working environment, thereby contributing to reducing their period of staying job seekers after graduation

Target group

- A product dedicated to Saudi students studying in high school, diploma or bachelor's degree.

Product Objectives

- Prepare and develop students with scientific and professional expertise in accordance with the needs of the labor market.
- To acquire the knowledge and skills required for the labor market.
- Reduce students' skill gap before graduating and engaging in the labor market.
- Reduce their period of staying job seekers after graduation.

The Professional Experience

Support mechanism:

The Fund's contribution to the experience product is digital empowerment using the platform provided by the Fund.

Eligibility Requirements:

1. The beneficiary must be a Saudi national.
2. Be registered on the Human Resources Development Fund's website.
3. Be a high school/diploma/bachelor's degree
4. The current beneficiary of training products is not on the job of the Human Resources Development Fund.
5. The individual is not on the Fund's list of "prohibited persons".
6. The individual is not excluded from the product of the work experience.

The Professional Experience

Available Service Delivery Channels

- Human Resources Development Fund Website: [Click Here](#)

Service Launch Date

- The service has been launched on: **03/08/2023**

Policies, Regulations and Procedures

Steps to obtain the service

1. Access to the Human Resources Development Fund's website.
2. Click on the e-services icon.
3. Choose Login-Individuals.
4. Sign in through unified national access. (NAFATH)
5. The system presents to the user an overview of the product and the objectives of the product.
6. The user chooses to agree to the terms and conditions and then register.

To learn more about the product and FAQ [Click Here](#)

For more information on the regulations and procedures of the Human Resources Development Fund: [Click Here](#)



For registration:

hrdf.org.sa



► The Strategic Partnership Institutes



The Strategic Partnership Institutes

A product for the training and recruitment of job seekers in qualitative specializations available to private and non-profit enterprises, in one of the training entities licensed by the State Foundation for Technical and Vocational Training as non-profit training entities, under employment contracts with the private or non-profit sector with the financial support of the Fund in accordance with the approved support mechanism

Target group

- Job Seekers (Male/Female)

Product Objectives

- During the training period, the Fund contributes 75% of the training costs for a period not exceeding 24 months, not exceeding SAR 3,000 per month per employee. The employee shall bear the rest of the costs according to the regulations set by the Fund.
- The Fund shall provide during the period of training a subsidy of 75% of the employee's salary not exceeding SAR 1000 per month for the employee. The employee shall bear the remainder of the salary according to the regulations set by the Fund.
- The Fund contributes for one year 50% of the employee's salary and not exceeding SAR 2,000 per month per employee. in accordance with the controls established by the Fund.

The Strategic Partnership Institutes

Available Service Delivery Channels

- Human Resources Development Fund Website: [Click Here](#)

Eligibility Requirements:

- The beneficiary must be a Saudi national
- The beneficiary is a job seeker, does not work for any entity, is not a regular student in an educational institution, has a business record or receives a pension
- The employee must be new to the establishment.

Policies, Regulations and Procedures

Steps to obtain the service

- Registration as a job student in the system.
- then it will be selected by the establishment

Service Launch Date

- The service has been launched on: **10/11/2008**

To learn more about the product and FAQ [Click Here](#)

For more information on the regulations and procedures of the Human Resources Development Fund: [Click Here](#)

► The Professional Certification Support



The Professional Certification Support

A product that enables the national workforce to obtain certified professional certificates in several professional fields required by the labor market to contribute to raising the efficiency of employees, increasing productivity, and creating more employment opportunities and career advancement of national competencies through the principle (development and replacement).

Target group

- Students, private or public sector workers and nationals' job seekers.

Support Mechanism

- After obtaining a professional certificate, the Fund physically compensates beneficiaries for training costs and test fees in accordance with the following steps:
- Create an account on the HRD Fund website and then submit the application through the Professional Certification Support Program page.
- Electronic acknowledgement of approval of the terms and conditions of the program, and signature of approval of validation of the certificate through the Fund or its delegates.
- Submit the claim through the automated system, accompanied by copies of the professional certificate and invoices for payment of the costs of obtaining it.
- Transfer the costs of the certificate directly to the account of the individual receiving the certificate via the IBAN.
- The time taken to study eligibility is 40 days from the date of application to the program.
- The date of payment is 40 working days from the date of submission in the event of completion of all requirements.

The Professional Certification Support

Eligibility Requirements:

- The beneficiary must be a Saudi national.
- Certification shall be among the certificates approved by the Human Resources Development Fund.
- The date of obtaining the certificate shall be after the date of its accreditation to the Human Resources Development Fund.
- The applicant acknowledges its employer's failure to pay for the certificate.
- No more than two certificates per person should be claimed for costs.
- The professional certificate shall be valid and not expired so that the date of certification of the certificate shall not exceed six months.

The Professional Certification Support

Available Service Delivery Channels

- Human Resources Development Fund Website: [Click Here](#)

Service Launch Date

- The service has been launched on: **05/01/2015**

Policies, Regulations and Procedures

Steps to obtain the service

1. Visit the Human Resources Development Fund website
2. Select "Electronic Services/Individuals."
3. Enter unified national access data.
4. Click on "Our Programs."
5. Select from the list: "Professional certificates."
6. Click on "Add New Order."
7. Select "Direct Support Requests."
8. Fill in the required data - and attach the required documents.
9. Click on "Send Certificate Request."

To learn more about the product and FAQ [Click Here](#)

For more information on the regulations and procedures of the Human Resources Development Fund: [Click Here](#)

► The E-Training (Doroob)



The E-Training (Doroob)

The electronic training program (Doroob) aims to develop and enhance the skills of the national workforce, supporting their ability to obtain suitable employment and maintain job stability in line with the evolving Saudi labor market. The program includes a variety of training courses and tracks covering diverse topics that meet job market needs. These can be accessed anytime and from anywhere. It also features training programs offered in collaboration with leading organizations in specialized fields, aiming to enrich trainees' knowledge and equip them with additional experience and skills.

Target group

- Job seekers
- Private-sector employees.
- Students (Male/Female)

Support Mechanism

Registration in the Doroob platform is available to all Saudis and paid for by the Fund.

Eligibility Requirements

Saudis are only entitled to enroll in the online training program platform "Doroob" and join the training programs, and there are no other requirements for registration.

The E-Training (Doroob)

Available Service Delivery Channels

- Doroob Platform: [Click Here](#)
- Human Resources Development Fund Website: [Click Here](#)

Service Launch Date

- The service has been launched on: **01/12/2014**

Policies, Regulations and Procedures

Steps to obtain the service

1. Log in through the Electronic Training Program (Doroob) platform.
2. Register using your National Access (NAFATH) credentials.
3. Complete your personal profile information.
4. Register for the training content and begin your training.

To learn more about the product and FAQ [Click Here](#)

For more information on the regulations and procedures of the Human Resources Development Fund: [Click Here](#)



MAHARAT

Support mechanism enabling the launch of training programs in public and professional specialized skills in partnership with the licensed training authorities of the relevant authorities targeted at job seekers and employees in the private sector, with a view to upgrading the skills of target groups, increasing their employment opportunities in the private sector and increasing their stability on the job by reducing the gap between the skills required in the job and those of the job seeker or employee.

Target group

- Training and qualification for job seekers
- Training and qualification of employees in the private sector
- Training and qualification for new employees in the private sector (not completed one year in the job)

Product Objectives

- Upgrading target groups' skills and employment opportunities in the private sector
- Maintaining their job stability
- Reduce the gap between required job skills and job seeker or employee skills

MAHARAT

Eligibility Requirements

- The beneficiary must be a Saudi national.
- At least 18 years of age.
- To be registered in the Human Resources Development Fund's e-services.
- Be a job seeker, or be a head employee in the private sector (according to social insurance data)
- Not to be an active public official (according to data from the Ministry of Human Resources and Social Development).
- Has not already benefited from this program in accordance with the Program's support mechanism.
- The eligibility of the individual program beneficiary is not affected by the Fund's support in other programmes.

MAHARAT

Available Service Delivery Channels

- Human Resources Development Fund Website: [Click Here](#)

Service Launch Date

- The service has been launched on: **15/08/2021**

To learn more about the product and FAQ [Click Here](#)

For more information on the regulations and procedures of the Human Resources Development Fund: [Click Here](#)

Policies, Regulations and Procedures

Steps to obtain the service

1. Visit the Human Resources Development Fund website
2. Go to our programs.
3. Choose a skills product.
4. Pressure on MAHARAT product training courses.
5. All available courses will be displayed by searching or clicking on an offer (application depending on the recruitment status of beneficiary trainees)
6. Select "View" course details will be displayed.
7. Click on apply for a training opportunity.
8. Then the terms and conditions are agreed and then click Send will be submitted successfully, the trainer must agree.



For registration:

hrdf.org.sa





◆◆◆ Enabling Pillar

► The Childcare Support (Qurrah)



The Childcare Support (Qurrah)

Support to enable women working in Saudi Arabia to enter and continue in the labor market. It is assured of the care provided to their children. The program guarantees coverage of up to 50% of the value of booking a hospitality center up to SAR 1,600 for each child working in the private sector under the age of 6.

Target group

Mothers working in the private sector.

Eligibility Requirements

- The beneficiary must be a Saudi national.
- The monthly wage shall not exceed SAR 8,000.
- Be registered in social assurance system
- There is no cap on the number of children
- The beneficiary's child must be six years of age and under

The Childcare Support (Qurrah)

Support Mechanism

The Fund contributes part of the cost of children's hospitality to 50% of the value of the reservation, provided that the amount of support does not exceed SAR 1,600 per child of the employee, the duration of the support is open indefinite by a number of years measured by the age of the child from 0-6 years

Available Service Delivery Channels

- Qurrah Platform: [Click Here](#)
- Human Resources Development Fund Website: [Click Here](#)

Service Launch Date

- The service has been launched on: **01/11/2017**

Policies, Regulations and Procedures

Steps to obtain the service

1. Registration through the "Qurrah" Children's Hospitality Support Product Page
2. Will "Fund via HRDF website
3. Thereafter, by verifying a candidate's eligibility and meeting the requirements for access to the program.
4. After getting your eligibility notification via email, go to the www.qurrah.sa to register your children at the Children's Hospitality Center.

To learn more about the product and FAQ [Click Here](#)

For more information on the regulations and procedures of the Human Resources Development Fund: [Click Here](#)

► The Transportation Support (Wusool)



The Transportation Support (Wusool)

A product offered by the Human Resources Development Fund aimed at finding solutions that reduce the cost of transportation for working women and persons with disabilities (male-female) working in the private sector in order to enable their work and increase their stability in the labor market by moving them from and to the workplace in partnership with taxi mentoring companies through licensed smart applications.

Target group

- Female employees working in the private sector who meet the program's requirements.
- Persons with disabilities (male-female) working in the private sector

Eligibility Requirements:

- The beneficiary must be a Saudi national.
- 18-65 years old.
- Be registered in social insurance.
- The monthly wage (basic wage + housing allowance) shall not exceed SAR 8,000.
- The total contribution to social insurance is no more than 36 months during the past five years for working women.
- Persons with disabilities (males and females) are excluded from the total social insurance contribution officer, but not more than 36 months during the past five years.
- Male with disabilities registered with the Ministry of Human Resources and Social Development - Disabled Persons' Welfare Authority

The Transportation Support (Wusool)

Support Mechanism

- 80% off the cost of each trip up to a maximum of SAR 1,100 per month for the beneficiary with a salary of less than or equal to SAR 6,000 per month, and SAR 800 per month for the beneficiary with a salary of SAR 6,001 - 8,000 per month.
- The amount of support for the beneficiary or beneficiary is renewed with the beginning of each birth month for 24 months

Available Service Delivery Channels

- Human Resources Development Fund Website: [Click Here](#)

Service Launch Date

- The service has been launched on: **01/11/2017**

Policies, Regulations and Procedures:

Steps to obtain the service

- Visit the Human Resources Development Fund website
- Electronic services are selected from the top window < Login - Individuals
- Login to the Unified National Access Platform
- You will be transferred to "JADARAT" to complete the registration after filling in the required data and then pressing Save
- Support and Information Center are pressed < Fund Programs and Services
- Programs are selected < individuals < enable < transportation support (wusool)
- Product Details < Get Service
- By clicking on our programs > Transportation Support (wusool) > Registration Details
- In case of "eligibility", the location of the work and the house is determined from the map
- Terms and Conditions are approved
- Access will be activated automatically within 24 hours in my app (careem and uber)
- In case of "incapacity", reasons for incapacity arise.

To learn more about the product and FAQ [Click Here](#)

For more information on the regulations and procedures of the Human Resources Development Fund: [Click Here](#)



► The Dialysis Support



The Dialysis Support

The product aims to stimulate private sector establishments to recruit patients with kidney failure and continue their work in order to achieve their functional stability

Target group

- Saudi kidney failure patients working in the private sector.

Eligibility Requirements

- The beneficiary must be a Saudi national.
- The employee is registered with the State Social Insurance Corporation.
- The employee is doing dialysis.
- The employee must have a membership number with the Saudi Center for Organ Transplantation (SCOT).
- The establishment shall pay the wage without discounting the days of the candidate's absence for dialysis.
- The enterprise shall submit the monthly invoice with the documents requested by the Fund.
- This program is characterized by giving a patient with renal failure eligibility to benefit from it even though it is supported by another program.

The Dialysis Support

Support Mechanism

- The establishment shall be compensated for the working days in which the employee is absent to perform dialysis, provided that the compensation shall not exceed the rate of thirteen working days within one month. The amount of compensation shall not exceed SAR 3,466 per month for the employee. The employee shall be supported during the period of his employment in the private sector until he leaves the job.

Available Service Delivery Channels

- Human Resources Development Fund Website: [Click Here](#)

Service Launch Date

- The service has been launched on: **01/01/2014**

Policies, Regulations and Procedures

Steps to obtain the service

1. Sign up in Training and Employment System.
2. Apply for support requests via Establishment account.

To learn more about the product and FAQ [Click Here](#)

For more information on the regulations and procedures of the Human Resources Development Fund: [Click Here](#)

► The 'directed Transport' Support



The 'directed Transport' Support

Supporting self-employment (directed transport) aims to assist workers in the activity of guiding passenger vehicles via applications. It is the product of the cooperation of the Ministry of Human Resources and Social Development, the General Transport Authority, the Human Resources Development Fund and the Future Work Company.

Target group

- Citizens wishing to provide ride-hailing via applications using their own vehicle. [Male/Female]

Eligibility Requirements

- The beneficiary must be a Saudi national.
- The applicant must have a professional (freelance) document valid from the self-employment portal; <https://freelance.sa/>
- The applicant shall not be less than 20 years of age or more than 60 years of age.
- The applicant shall not be employed in the public or private sector
- The applicant is not a retired employee.
- The applicant is not a regular student or has a private business (commercial register).
- The applicant is not currently a beneficiary of one of HRDF's support programs to support recruitment and training.

The 'directed Transport' Support

Support Mechanism

- A monthly support payment will be provided to workers in the (The 'directed Transport' Support) activity at a rate of 40% of their total monthly income (based on income data and number of trips received by the fund from the General Transport Authority), with a maximum support amount of SAR 3,000 per month. To be eligible for the support, the worker must be actively working and earn a minimum of SAR 700 per month.
- Preferential support of 10% of the monthly income will be granted to (females and persons with disabilities) , provided that the total support amount does not exceed SAR 3,000.
- If the beneficiary cancels the support request, they will not be allowed to reapply for support until two months have passed from the cancellation date.
- If the beneficiary fails to meet the minimum income requirement of SAR 700 per month for three consecutive months for the first time, they will be excluded from the program and may reapply after two months from the exclusion date.
- If the beneficiary fails to meet the minimum income requirement of SAR 700 per month for three consecutive months a second time, they will be permanently excluded from the program.

The 'directed Transport' Support

Available Service Delivery Channels

- Human Resources Development Fund Website: [Click Here](#)

Service Launch Date

- The service has been launched on: 08/10/2020

Policies, Regulations and Procedures

Steps to obtain the service

1. The applicant must meet the requirements and requirements for "qualifying Saudi individuals and their own vehicles to provide transportation service through the Vehicle Guidance Application Provider" issued by the General Transport Authority.
2. The applicant must have a self-employment document, "directed Transport Vehicle Commander", valid through the Self-Employment Portal [Freelance.sa](#) applying to the Support Program through the Human Resources Development Fund's e-services

To learn more about the product and FAQ [Click Here](#)

For more information on the regulations and procedures of the Human Resources Development Fund: [Click Here](#)

► Orders Delivery



Orders Delivery

Freelance support in the field of (orders delivery) falls within the framework of initiatives by the Human Resources and Social Development system aimed at expanding localization efforts. This is achieved by adopting diverse work models and patterns to create job opportunities for Saudi men and women, while addressing professional gaps in certain economic activities. Among the most promising of these activities is freelance work in delivery services, which stands out as an attractive and supportive employment model aligned with this direction

Target group

- Citizens working to deliver orders through applications [Male\Female]

Product Objectives

- Expand localization by adopting different working methods and patterns.
- Job opportunities for Saudis [Male/Female]
- Addressing personnel gap in some economic activities.

Orders Delivery

Support Mechanism

- Disburse a monthly support amount to the worker in the "on-demand-delivery" activity with a minimum of (30) requests and a support amount of (450) riyals per month, and a maximum of (200) requests and a support amount of (3,000) riyals per month for (24) months.

Eligibility Requirements

- The beneficiary must be a Saudi national.
- The applicant must be the source of a document (free employment) entitled "Occupation" (Application Delivery Representative) valid through the freelance.sa portal, or as determined by the Fund and the relevant authorities.
- The applicant shall not be less than 18 years of age or more than 60 years of age.
- The applicant shall not be on the job in the public or private sector.
- The applicant is not a retired employee.
- The applicant is not a regular applicant or has a private business (commercial register).
- The applicant is not currently a beneficiary of one of HRDF's support programs to support employment.

Orders Delivery

Available Service Delivery Channels

- Human Resources Development Fund Website: [Click Here](#)

Service Launch Date

- The service has been launched on: **15/06/2022**

Policies, Regulations and Procedures:

Steps to obtain the service

1. Registration in one of the certified applications of the Transport General Authority.
2. Issue the freelance document – orders' delivery.
3. Go to the HRDF website - e-service
4. Apply to the freelance program – orders' delivery.

To learn more about the product and FAQ [Click Here](#)

For more information on the regulations and procedures of the Human Resources Development Fund: [Click Here](#)

For registration:
hrdf.org.sa





The 9/10ths



The 9/10ths

The Nine Tenth Platform aims to support the local economy and change the working culture of individuals and society in Saudi Arabia, by encouraging and supporting entrepreneurship and SMEs, and enabling individuals to create new jobs in innovative ways.

Target Group

- Small and medium enterprises
- entrepreneurs
- Freelancers
- Productive families

Services provided by 9/10ths:

- **Forsah**

We link buyers and suppliers and enable SMEs to compete for opportunities offered by major entities.

- **Zadd**

We provide interactive reports, data and maps to most regions of the Kingdom to enable entrepreneurs to make decisions on scientific grounds.

- **Tojjar**

It is a platform designed to enable productive families and entrepreneurs to grow their business by serving TOJJAR booths and TOJJAR apps.

- **Bahr**

We connect Saudi freelancers with different skills to entrepreneurs to carry out their business with high skill and lower cost.

The 9/10ths

Available Service Delivery Channels

- 9/10ths platforms: [Click Here](#)
- Human Resources Development Fund Website: [Click Here](#)

Service Launch Date

- The service has been launched on: **25/08/2016**

Policies, Regulations and Procedures

Steps to obtain the service

1. Visit the Platform Website
2. Confirm your Email
3. Select the service and fill out information

To learn more about the product and FAQ [Click Here](#)

For more information on the regulations and procedures of the Human Resources Development Fund: [Click Here](#)



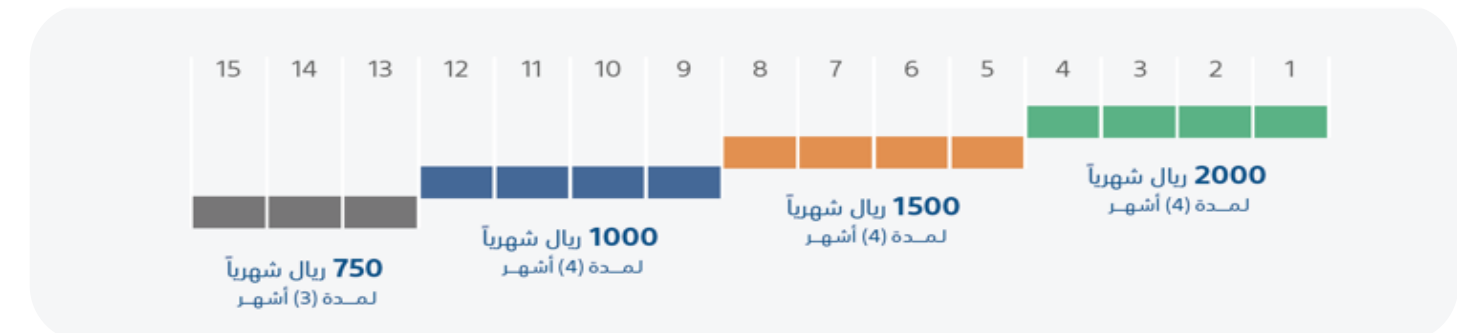
Job Search assistance



Job search assistance

The Job Search Assistance Program issued by the Council of Ministers on 22/09/1442 AH is designed to support job seekers and motivate them to enter the labor market by providing training and guidance services and providing a decreasing financial subsidy starting from 2,000 riyals for 15 months as follows:

- 2000 riyals per month for a period of (4) months "from the first month to the fourth month"
- 1500 riyals per month for a period of (4) months "from the fifth month to the eighth month"
- 1000 SAR per month for (4) months "from the ninth month to the twelfth month"
- 750 riyals per month for a period of (3) months "from the thirteenth month to the fifteenth month"



The program targets the beneficiaries most in need as well as linking their journey to training and extension services; to benefit from the Fund's other programs.

Target group

Job seekers in the 20-40 age group [Male/Female]:

- Who entered the labor market within the first two years of the completion of education or training
- Disconnected from the labor market for more than two years

Job search assistance

Program Objective

- Motivating job seekers to enter the labor market by providing a subsidy
- Empowering job seekers by providing training and mentoring services to program beneficiaries

Eligibility Requirements

- The beneficiary must be a Saudi national.
- Permanent resident in Saudi Arabia.
- Able and honest to work.
- Be in the age group (20-40) years Hijri.
- Not to be employed or employed in the public or private sectors.
- Not to be paid a pension.
- No allowance or compensation shall be paid to him against unemployment.
- Not to receive a social security pension
- Not to be a student or trainee at any stage of education or training.
- Doesn't have a business.
- The applicant's monthly income or wealth and his family shall not exceed the limit prohibited from receiving the benefit.
- He shall not have previously benefited from the Job Search Allowance or from the financial allowance for difficulty in obtaining employment. The application may be accepted for those who have already benefited, provided that the previous and subsequent period of disbursement shall not exceed the period of payment of the allowance set at 15 months.

Job search assistance

Available Service Delivery Channels

- Job Search Assistance website: [Click Here](#)
- Human Resources Development Fund Website: [Click Here](#)

Service Launch Date

- The service has been launched on: **21/08/2021**

Policies, Regulations and Procedures

Steps to obtain the service

1. Access to the Human Resources Development Fund's website.
2. Create an account on the electronic services of the Human Resources Development Fund.
3. Select "Job Search Assistance" from our programs

To learn more about the product and FAQ [Click Here](#)

For more information on the regulations and procedures of the Human Resources Development Fund: [Click Here](#)

Job matching



Job matching

The program aims to facilitate the job harmonization process for Saudis and business owners by focusing on increasing employability and job sustainability, as well as achieving common interests by harmonizing job seekers and supporting the most difficult groups in employment and linking them to appropriate jobs to achieve high productivity and career sustainability that achieve satisfaction and reduce unemployment rates for all segments of society.

Program Objectives

- Provide a comprehensive experience and an improved proposed value for business owners and job seekers to ensure that all job advertisements in attendance channels are integrated with the online platform (JADARAT)
- Preparation of accurate files for enrolments in the National Unified Employment Platform (JADARAT) who are looking for jobs
- Enabling employment with serious job seekers contained in the database through proactive communication with them
- Improve the recruitment process by developing advanced and predictive analyses

Target group

- Job seekers in (Jadarat) platform
- Business owners (public, semi-government, private and non-profit)

Job matching

Product services

1. Job vacancy analysis at the unified national recruitment platform (JADARAT) to achieve functional harmonization and increase recruitment efficiency
2. Analysis of qualifications' data and inventory of those who are serious about job on an ongoing basis; To align supply with demand for jobs
3. Sharing candidates' data on the work of qualified persons with HRDF branch management and channels to achieve functional alignment according to vacancies
4. Share qualified data with the Fund's program management to take advantage of related program products to upgrade researchers' skills and prepare them for the labor market

Unified National Employment Platform (JADARAT)

Introduction

The Unified National Employment Platform was established by Royal Decree dated 20-6-1442 AH, which includes the directive to consolidate the various employment platforms into a single platform, to include civil service public sector, parastatal and private sector jobs and to cover the following objectives:

Improvement

Facilitate recruitment and job search procedures for citizens in the Kingdom.

Unification

Combine recruitment efforts and localization for all sectors in one platform

Adequacy

Provide all business owners with access to all suitable job seekers from all over the Kingdom.

Effectiveness

The use of modern technologies such as artificial intelligence, advanced analysis and behavioral science in the service of job alignment.

Transparency

Enabling decision makers to build labor market governance decisions by familiarizing them with the challenges and potential with the highest degree of transparency.

Justice

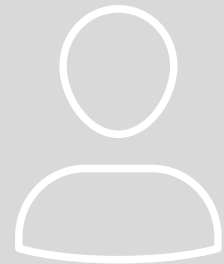
Ensure fairness and clarity in recruitment procedures and job data.

Accuracy

Reflect a real and accurate picture of the reality of the labor market, job sources and business owners' challenges in finding candidates.

The platform targets several different categories of the work system:

Job Seekers



**PRIVATE
SECTOR
JOB
SEEKERS**



**PUBLIC
SECTOR
JOB
SEEKERS**

Employers



**PRIVATE
EMPLOYERS**



**PUBLIC
EMPLOYERS**

Platform features For business owners

- **Provision of a variety of candidates:** employers can access a variety of suitable candidates to meet their job needs and facilitate the selection process for candidates according to "AI algorithms"
- **The database is documented in integration with (Ministry of Education - Social Insurance):** business owners can review candidates' data after being verified automatically through integration with government systems in documenting qualifications and experiences.
- **Functional alignment engine:** Using accurate functional alignment techniques allows employers to effectively select the candidates most suited to job requirements.
- **Increased recruitment efficiency:** Using artificial intelligence techniques, business owners can improve the efficiency of recruitment processes and reduce the time and resources used to search for suitable candidates.
- **Preparing job ads using the latest AI techniques:** proposing job description and skills and experiences required based on the job title.
- **Providing advanced analyses:** We provide advanced analyses that help employers understand labor market needs and employment trends, and build effective strategies to meet those needs.
- **Continuous support and assistance:** We provide continuous support and assistance to business owners through a dedicated customer service team, to ensure an excellent experience and effectively solve all queries and problems.

Platform features For Individuals

- **Unified National Job Site:** Our platform brings together jobs from all sectors and fields in one place.
- **Career Guidance:** The platform automatically offers personalized career suggestions that help individuals review careers according to their career path and know the skills required in the labor market and develop them with the latest adaptive techniques.
- **Advanced job alignment:** Using job alignment techniques and artificial intelligence, we provide accurate alignment between individuals' skills and jobs.
- **Continuous support and assistance:** We provide ongoing support and assistance to individuals through a dedicated customer service team, to ensure an excellent experience and effectively solve all queries and problems.
- **Auto-writing and CV improvement:** Using AI algorithms to automatically improve candidates' CV, making it more attractive to business owners.
- **Providing career opportunities for all regions:** A national platform enables users across the Kingdom to access job opportunities in different regions, increasing the likelihood of finding a suitable job regardless of a person's location.
- **Transparency and fairness in submission:** achieving adequacy, effectiveness, accuracy, transparency and fairness in the provision of employment.

We are happy to provide support through the Fund's channels

Unified National Employment Platform "JADARAT"

The platform connects job seekers with opportunities in the public and private sectors through a seamless and comprehensive digital alignment that achieves effectiveness, accuracy and transparency in job creation on the link jadarat.sa

Alternative Channels

- 8001222030 Contact Centre
- Social Media Accounts: [@hrdfksa](https://twitter.com/hrdfksa) | [@hrdf_care](https://twitter.com/hrdf_care)
- Human Resources Development Fund website www.hrdf.org.sa
- A communication channel dedicated to investors in the education sector.

Branches & Centers

HRDF branches:

- Provision of career alignment and counselling services to support polarization and recruitment efforts
- Support to individual beneficiaries and establishments to obtain their needs for the Fund's services.

Employment and rehabilitation centers:

- Specialized centers to support the employment of male and female job seekers, including persons with disabilities, by providing appropriate job opportunities and achieving sustainability

University Employment Offices

- This program aims to involve educational institutions and combine efforts to help graduates find appropriate career opportunities and join the private sector.



19



Branches

25



Job Placement Centers

16



Recruitment Offices

THANK YOU