



QUALIFYING DIFFERENCES



FINDING WORK WHEN YOU'RE A DISABLED PERSON

Association E-Seniors, France

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INTRODUCTION

According to the French Social Action and Families Code, "constitutes a handicap, [...], any limitation of activity or restriction of participation in society suffered by a person in his environment as a result of a substantial, lasting or permanent impairment of one or more physical, sensory, mental, cognitive or psychological functions, a multiple handicap or a disabling health disorder" .

<https://www.legifrance.gouv.fr/affichCodeArticle.do?idArticle=LEGIARTI000006796446&cidTexte=LEGITEXT000006074069&dateTexte=20050212>

If you are concerned about this definition, this guide is for you. The aim of this guide is to provide clear and practical information for people with disabilities who are currently looking for a job.

The guide will have two parts. First of all, it will give an overview of the legislation and the support available for disabled workers seeking employment. Then, it will give practical advice on how to best understand the differences in job search.

The background features a large yellow triangle on the left side, pointing downwards. A white banner with a slight drop shadow is positioned in the lower right area, containing the text. A thin yellow horizontal line is located at the bottom right of the page.

1 | INFORMATION ON LEGISLATION AND AVAILABLE FINANCIAL AIDS

In France, the law requires companies with more than 20 employees to employ 6% of their workforce as disabled workers. Companies have the choice to employ disabled people, to subcontract to the adapted sector, to take on disabled people for internships, to conclude a group agreement, or to pay a financial contribution to Agefiph (Association for the Management of the Fund for the Professional Integration of Disabled Person) if they do not meet the 6% obligation .

<https://www.agefiph.fr/articles/obligation/comment-repondre-lobligation-demploi-de-personnes-handicapees>

Moreover, the principle of non-discrimination determined by article 1132-1 of the Labour Code stipulates that "no person may be excluded from a recruitment procedure or from access to an internship or training period in an enterprise, no employee may be sanctioned, dismissed or be the subject of a discriminatory measure, directly or indirectly, in particular with regard to remuneration, incentive measures or the distribution of shares, training, reclassification, assignment, qualification, classification, professional promotion, transfer or contract renewal due to his disability or state of health. "

Through these two texts, French law protects disabled workers and allows them to be hired in companies in the same way as non-disabled people.

However, it is important to have your disability recognized when you start looking for work. The Recognition of the status of disabled worker (RQTH) is an administrative decision that allows you to have your ability to work recognized according to your disability and to obtain specific aids.

How to be recognized as a disabled worker?

The RQTH file must be submitted to the Departmental Home for Disabled Persons (MDPH) in your place of residence. A Commission for Rights and Autonomy of People with Disabilities (CDAPH) is then held to evaluate the file. The notice of recognition will then be sent to you by mail.

You should know that the RQTH is granted for a fixed term between 1 and 5 years, and it is up to you to renew the application if necessary.

Applying for the RQTH is a time-consuming but worthwhile process, because the status of disabled worker gives you access to rights. In particular, you can benefit from the employment obligation to which employers in the private and public sectors are subject (the 6% mentioned above), and in particular from financial aid.

The Agefiph's financial aids

Agefiph is the Association for the Management of the Fund for the Professional Integration of Disabled People. Its mission is to promote the integration, maintenance and professional development of people with disabilities in private sector companies. For people recognized as disabled, it provides the following financial aid, intended to promote access to employment and autonomy:

- Pathway to employment assistance to support people with disabilities in their career path ;
 - Support for the creation of activities;
 - Aid for individual training as part of a pathway to employment;
 - Aid to help compensate the expenses of interns in short training courses (participation in the financing of transport, catering and childcare costs);
 - Technical assistance: purchase of specific equipment to compensate for the handicap;
 - Travel assistance: vehicle fittings and additional transport costs;
 - Human assistance: intervention of a third party to carry out a professional gesture such as note-taking, reading, specific support in the place of the disabled person;
 - Aid for the hearing impaired - Hearing aid.

RQTH's other advantages

While recognition of disability gives access in particular to financial aid and the 6% employment obligation, it also leads to other significant advantages such as:

- Career guidance: either in an ordinary work environment or in a protected environment to an Establishment or Service for Assistance through Work (ESAT) or an Adapted Enterprise (EA), or to a specialized training system such as Vocational Rehabilitation Centres (CRP).

- Support from the specialized placement network Cap emploi
- Special support to remain in employment through the Sameth (services to help disabled workers stay in employment).

•t access to the civil service through a competitive exam, whether adjusted or not, or by specific contractual recruitment

Finally, the RQTH process can be done at any time, whether you are looking for a job, already employed, or even in the process of being hired. It is also subject to the rules of confidentiality, which means that you are free to talk about it or not.



2 | PRACTICAL ADVICE - BEING DISABLED AND LOOKING FOR WORK

Looking for a job is a time-consuming process that requires regularity and organization. It's almost a full-time job! In order to help you as much as possible, we will detail how to go look for a job in several steps.

Step 1: prepare your research

First of all, it is important to focus your research. To do this, you must first define your professional project and the profession you would like to practice. Then, take stock of your training and skills and try to see which positions correspond to them. Finally, don't hesitate to research the sector that interests you and the needs of companies in the same sector.

The tips below will help you to really target the offers that interest you and not to spread yourself.

If you are struggling, there is a network of professionals you can turn to for help:

- **Cap Emploi** : is a network of associations that has received a label to be in charge of the preparation, support, sustainable follow-up and maintenance in employment of disabled people. They welcome and support more than 100,000 disabled people every year.<http://www.cap-emploi.com/>

- **Pôle Emploi**: Pole Emploi's main mission is to support the return to employment. They are able to accompany you and/or direct you to the Cap Emploi network if necessary.<https://www.pole-emploi.fr/>

- **Mission locale** : the local missions are organizations in charge of identifying, welcoming, informing, guiding and accompanying young people who have difficulty integrating into society, in order to build a professional and life project with them. Each young person hosted benefits from a personalized follow-up as part of the process.<https://www.missionlocale.paris/>

- **Le Réseau des Réussites de l'Adapt** : LADAPT is an association that accompanies disabled people. Volunteer sponsorship enables jobseekers with disabilities to: benefit from personalised support in their job search, gain confidence, and create a sharing of personal and professional experience.<http://ladapt.net/>

Step 2 : building your CV

The CV is an essential part of the job search. Indeed, it will allow the recruiter to have an overview of your background and to decide to contact you if you fit the position. Here are a few tips to help you write your CV and make the most of it:

- Give your CV a title so that the recruiter knows what position you are applying for and what you are looking for.
- Do not exceed one page. Your CV should be concise and focus on the essentials.
- Pay attention to spelling and have it proofread.
- Be original in your form in order to catch the attention of the recruiter who sees many CVs passing by every day.
- Highlight your skills for the job and your experience.
- Also develop your interests so that the recruiter knows more about you.

Is it necessary to mention your RQTH on your CV?

Be aware that there is no obligation to indicate your RQTH on your CV, during the interview, or even during your assignment. It is a personal decision.

If you decide to indicate it on your CV, you can for example simply mention the RQTH status, or add details such as "RQTH / visual defiance".

Step 3: Writing your cover letter

The cover letter is complementary to the CV. Not exceeding one page, it is a text that allows you to explain to the recruiter why you want to work in his company and to highlight your experiences and skills. The aim is to highlight your strong points and to arouse the recruiter's curiosity.

You can mention your disability in the cover letter and explain that this does not prevent you from working, that you have reached this level of qualification with this disability. You can also talk about the specific needs generated by your handicap and the solutions found.

Step 4: Apply

Your CV and cover letter are ready, all you have to do is send them!

You can apply on specialised sites dedicated to people with disabilities such as Profil'Screening or Handicap.fr, or on generalist job sites such as Indeed for example.

In all cases, include the key words of the offer in your application, both on your CV and in your cover letter. Also mention the reference of the offer you are responding to in the subject line of your cover letter and email.

Step 5 : the job interview

Congratulations, you have just been contacted for an interview!

Just like the CV and cover letter, the job interview is being prepared:

- Learn how to present yourself in a synthetic way in 5 minutes maximum.
- Consider what skills you can bring to the position
- Research the company to show the recruiter your interest.
- Find out where the maintenance is to be done in order to calculate your travel

time.

And finally, on D-Day:

- Take care of your outfit
- Arrive a few minutes early
- Be calm and relaxed
- Be dynamic and positive

You now have all the keys in hand!

Companies that recruit disabled workers

This non-exhaustive list below gives some examples of companies that have an HR policy geared towards people with disabilities and to which you can apply:



As a stakeholder in the energy, digital and industrial transition, **Bouygues Energies & Services** is the first company in its sector to have made a commitment on disability. In particular, it trains its managers and offers specific support measures.

Profiles looked for: professionals in energy and digital networks, electrical, thermal and mechanical engineering, support professions, etc.



The Carrefour Group is one of the world's leading food retailers with 12,000 stores in more than 30 countries. In France, more than 6,500 employees are declared disabled. In particular, Carrefour has set up actions in favor of disabled people, such as raising awareness among managers, recruitment through partnerships with local associations, adaptation of workstations, training.



BNB Parisbas is a company in the banking sector under a disability agreement since 2006, with 1,378 disabled workers among its workforce. NBN Parisbas' disability mission is based on training and raising awareness among employees, recruiting disabled workers, and keeping disabled people in employment. Profiles looked for: customer advisers, with two years of study after high school diploma



Capgemini is a global leader in consulting, IT services and digital transformation. The company has a proactive disability policy and offers assistance to its employees, such as: financing for small appliances, technical adjustments, working hours, or paid absences for disabled children. Profiles looked for : technical consultant, functional consultant, data analyst, data scientist



EDF Renouvelables is an international leader in renewable electricity whose development is mainly focused on wind and photovoltaic solar power. EDF Renouvelables' Disability Mission supports employees in their career path by following them from the time they apply for a job until they take up their position. It also helps to adapt workstations, trains and raises awareness among the company's employees. Profiles looked for: maintenance technician, project manager in wind power development, electrical engineer, buyer



The Manpower Group is a multinational company specializing in human resources consulting, recruitment, temporary employment and IT infrastructure services. The company is committed to the professional integration of people with

disabilities, enabling 5 to 6,000 disabled workers to find employment each year (permanent or fixed-term contracts, temporary work, work-study programs, etc.). Since 2010, the Manpower Insertion & Handicap Agency (AMIH) has been leading and piloting, at the national level, the company's policy to promote the employment of disabled people and encourage their professional integration.



Epralima - Escola Profissional do Alto Lima, C.I.P.R.L.



CESUR - Centro Superior de Formação Europa Sur



Unione Italiana Lotta alla Distro a Muscolare
Sezione di Saviano



DAFNI KEK



E-Seniors



MUNI - Masaryk University



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