

ARANDA REGION

Surface area: 561 km²

Population 2004: 7.992

Population density: 14,2 inhabitants/km²

The Region's Head Office, Plaza del Castillo s/n, 50250 Illueca. Tel. 976 548090, www.comarcadelaranda.net, info@comarcadelaranda.net

IT CONSISTS OF THE FOLLOWING MUNICIPALITIES

Aranda de Moncayo, Brea de Aragón, Calcena, Gotor, Illueca, Jarque, Sestrica, Mesones de Isuela, Oseja, Pomer, Purujosa, Trasobares, Tierga y Viver de la Sierra.

1 DO I KNOW THE REGION OF ARANDA?

TRANSPORT

Vehicles of Río Aranda SL, C/ Oriente 22, 50246 Brea de Aragón. Tel. 976 824177, Fax 976 824583.

Routes: Aranda del Moncayo-Morés-Calatayud, Calatayud-Morés-Aranda de Moncayo, Jarque de Moncayo-Pomer, Pomer-Jarque de Moncayo, Oseja-Zaragoza, Zaragoza-Oseja.

Pedro Vera SL coaches, Ctra. de Calcena 4, 50268 Trasobares. Tel. 976 829282. Routes: Calatayud-Calcena, Calcena-Calatayud, Calcena-Zaragoza, Zaragoza-Calcena.

PRESS / NEWSPAPERS

"Heraldo de Aragón", Paseo Independencia 29, 50001 Zaragoza. Tel. 976 755000, Fax 976 765001, www.heraldo.es, redaccion@heraldo.es

"El Periódico de Aragón", Hernán Cortes 37, 50005 Zaragoza. Tel. 976 700400, Fax 976 700458, www.elperiodicodearagon.com, aparagon@elperiodico.com

"La Comarca del Aranda", Tel. 976 883192.

WEBPAGES

www.comracadelaranda.net The webpage of the region.

FREE INTERNET

INAEM Office, Training and Employment offers' section. See the addresses in the section of Employment.

City Councils. Rural Internet.

Libraries. See the addresses in *Other Resources* section.



2 LEGISLATION

INFORMATION AND PROCEEDINGS

The proceedings related to residence and work authorizations, family groupings and card modifications, etc. are all done in the town of Zaragoza. Consult the Legislation paragraph in the Resources Module of the Region of Zaragoza.

LEGAL ADVICE

Regional Centre of Information and Services for Women, Plaza del Castillo s/n, 50250 Illueca. Tel. 976 548090, ssbase@comarcadelaranda.net

Legal Advice Services. Thursdays from 6.00 p.m – 8.00 p.m .

Regional Office of Information for Young People, Plaza del Castillo s/n, 50250 Illueca. Tel. 976548090, Fax 976820270, www.comarcadelaranda.net, juventud@caranda.e.telefonica.net

Legal Advice.

3 TRAINING

PUBLIC CENTRES FOR ADULT EDUCATION

A.E.A. (Adult Education Classrooms) Brea de Aragón, C/La virgen s/n, 50246 Brea de Aragón. Tel. 976 824098.

Spanish courses for immigrants.

A.E.A. (Adult Education Classrooms) Illueca, C/ Barón la Torre s/n, 50250 Illueca. Tel.976 820055.

Spanish courses for immigrants.

HIGHER EDUCATION CENTRES

There aren't any higher education centres in this region. If you are interested in obtaining University Studies consult **Zaragoza's University webpage** www.unizar.es and the Training paragraph in the resources module of the region of Zaragoza.

UNED Calatayud, Avda. San Juan el Real, 1, 50300 Calatayud. Tel. 976 881800 / 976 881801, Fax 976 880511, www.calatayud.unedearagon.org, info@calatayud.uned.es

UNED Caspe , C/ Francisco Guma, 35, 50700 Caspe. Tel. 976 631593, Fax 976 639030, www.calatayud.unedearagon.org/caspe, info@caspe.uned.es

Diplomas, B.A Degrees, Postgraduate studies, Permanent Education Programmes, University access for people over the age of 25 and University Education by distance learning.

VALIDATION OF STUDIES

The office of the Area of High Inspection of Education. Sub delegation of the Government of Aragon, Plaza del Pilar s/n, 50071 Zaragoza. Tel. 976 999000, Fax 976 999026/976 999456

Proceedings and validation processes of university and non-university degrees.

OCCUPATIONAL TRAINING

For more information on these training courses you can consult your Employment Office INAEM. The majority are developed within the framework of Training and Insertion Plan in Aragon (FIPA PLAN).



INAEM Calatayud. See the addresses in the section of Employment.

www.aragon.es; The webpage of INAEM, Training section.

Telephone number 901 501000. This telephone is a line whose cost of call is shared between the user and the INAEM and that operates from Monday to Friday from 9 a.m to 7 p.m .

FOR MORE INFORMATION ON REGULATED TRAINING:

Provincial service of Education ,Culture and Sports , C/Juan Pablo II 20, 50009 Zaragoza. Tel. 976 716400, Fax 976 716403.

Department of Education, Culture and Sports, Avda. Gómez Laguna, 25, 50009 Zaragoza. Tel. 976 714000

www.educaragon.org

www.mec.es

4 EMPLOYMENT

WORK ADVICE

INAEM Office

See the addresses in the section called “ Places where you can find work” .

S.S.B. (Servicio Social de Base), Plaza del Castillo s/n, 50250 Illueca. Tel. 976 548090

Information on labour.

PROFESSIONAL TRAINING

They are mainly developed within the framework of “The Plan of Training and Insertion in Aragon” (FIPA Plan) by four social agents; UGT, CC.OO. CREA and CEPYME, which coordinate and centralize the organization and development of this professional training within the regions, from its central head office in Zaragoza.

UGT, C/Joaquín Costa1 entresuelo, 50001 Zaragoza. Tel. 976 700100, <http://aragon.ugt.org>.

CC.OO., Paseo Constitución 12,1º, 50008 Zaragoza. Tel. 976 483200, www.aragon.ccoo.es.

CREA, Avda. Ranillas 16, 50015 Zaragoza. Tel. 976 460066, fax 976 460136, www.crea.es.

CEPYME ARAGON, Santander 36, 2ª plta., 50010 Zaragoza. Tel. 976 766060, fax 976 532493, www.cepymearagon.es.

PROTECTED EMPLOYMENT

EMPLOYMENT – TRAINING PUBLIC PROGRAMMES

“ Fija “ Plan

Youth Insertion Plan in Aragon (Fija Plan), CREA building (Confederation of Industrialists in Aragon), Avda. Ranillas, 20, 50018 Zaragoza. Tel. 976 460066, Fax 976 460136, www.crea.es/planfija, fija@crea.es.

Directed to young people between the ages of 16 and 21. Training – employment groups are created according to the demand in the whole autonomous community.

Workshop schools, Profession Houses and Employment workshops.

You can find information in the City councils, but to consult the workshops that are to be made and to sign up you must go to your employment office INAEM.

INAEM Calatayud, C/Glen Ellyn 7, 50300 Calatayud. Tel. 976 883149.



T.E. Albañilería y Pintura, Plaza Peñiscola s/n, 50250 Illueca. Tel. 976 822001

WAYS IN THE EMPLOYMENT SEARCH

INTERNET

- www.aragon.es** The official webpage of the Government of Aragon, INAEM
- www.zaraempleo.org** A search engine of job offers, information on courses in Aragon
- www.emplea2.net** Job offers in Aragon, Federico Ozanam and San Valero Foundations.
- www.aragonempleo.com** Job offers in the region of Aragon.
- www.trabajos.com** A search engine of job offers, information on courses and scholarships.
- www.laboris.net** A search engine of job offers, possibility of introducing your CV.
- www.metaseleccion.com** Possibility of introducing the curriculum vitae and offer it to companies.
- www.oficinaempleo.com** A search engine of job offers and training courses.
- www.ozu.it** is Specialized channel of employment.
- www.publiempleo.com** A page that offers announcements of job offers. Possibility of introducing your curriculum vitae. It has training courses too.
- www.trabajo.org** A search engine of job offers.
- www.infoempleo.es** A progress circle web, Private and public job offers. Training courses.
- www.todotrabajo.com** An employment page.
- www.monster.it.is** An employment page. All types of job offers in Spain and abroad.
- www.canaltrabajo.com** Information on job offers. Connections with other pages. Consultations: bulletins, use, legislation, forums, etc.
- www.expansionyempleo.com** Weekly job offers, job offers search tool. Press job offers, a search tool.
- www.bolsindetrabajo.com** Employment bureau for all Spain.
- www.empleo.com** Service of employment agency with demands from the Spanish market.
- www.emplear.com** Employment agencies by sending CVs to thousands of Companies.
- www.empleofacil.com** Companies, curriculums, training courses and news related to the employment.
- www.infojobs.net** Employment bureau and a bank of CVs by provinces.
- www.laboris.net** On line specialists in job offers and demands of international, national and provincial work categories.
- www.masempleo.com** Employment bureau of masempresas.com.
- www.trabajofacil.com** An engine to insert your curriculum in the best webs of employment by writing it one single time.
- www.untrabajo.com** General employment web.
- www.servijob.com** A general employment web Mainly offers jobs from ETTs.
- www.azcarreras.com** Work advice, how to make a curriculum vitae, a cover letter. Answers to frequently asked questions in the interviews. Links grouped by subjects such as companies that offer employment: Lawyers, consulting offices, Internet, etc. More than 500 companies.
- www.empleotiemparcial.com** Job offers of temporary placement from: VIPS Group, Inditex, McDonald's, Europcar, IKEA, Decathlon and "Monster.es".

PRESS- NEWSPAPERS

Crónica de Aranda, Monthly free newspaper.

Heraldo de Aragón, Paseo Independencia 29, 50001 Zaragoza. Tel. 976 755000, Fax 976 765001, www.heraldo.es, redaccion@heraldo.es



El Periódico de Aragón”, Hernán Cortes 37, 50005 Zaragoza. Tel. 976 700400, Fax 976 700458, www.elperiodicodearagon.com, aparagon@elperiodico.com

RADIO AND TELEVISION

The Spanish Television . The 2nd channel. “Aquí hay trabajo” programme.

Announcements of Job offers in Aragon. From Monday to Friday at 9.30 a.m.

WHERE TO ANNOUNCE?

As well on advert boards and in commercial centres you can advertise for job posts. (Always check if you can do that first).

PLACES WHERE YOU CAN LOOK FOR WORK

EMPLOYMENT OFFICES “INAEM”

INAEM Calatayud, C/Glen Ellyn 7, 50300 Calatayud. Tel. 976 883149.

OTHER PLACES

Labour Insertion Actions

Employment Resources directed to students from occupational training courses or people sent from other orientation actions (OPEA). These are developed by the four social agents UGT, CREA, CC.00 and CEPYME from it’s central office in Zaragoza. See addresses in this paragraph (professional training).

PUBLIC EMPLOYMENT

You can find information on different public employment in:

Announcement boards at your city council.

Libraries. See addresses in Other Resources paragraph.

Aranda Region’s Head Office, Plaza del Castillo s/n, 50250 Illueca. Tel. 976 548090, www.comarcadelaranda.net

For more information on public employment:

Public Administration Institute in Aragon (I.A.A.P.), iaap@aragon.es.

Legislative information telephone number 91 2733051.

Public Employment information telephone number 91 2731400.

The State’s Official Bulletin webpage www.boe.es.

Public Administration Ministry (MAP) www.map.es.

SELF-EMPLOYMENT

SUPPORT SERVICES

SACE (Support Services for the Creation of New Companies)-INAEM, C/ Glen Ellyn 7, 50300 Calatayud. Tel. 976 883149.

Information and advice to start up new business projects.

WORK RELATIONS

SOCIAL SECURITY

Centro INSS nº1 La Almunia, Plaza España 2, 50100 Almunia. Tel. 976 600069, Tel. Gratuito 900 166565, Fax 976 813157.

Management and administration of the economic benefits of the Social Security System.



Centro INSS nº2 Calatayud, Plaza del Justicia s/n, 50300 Calatayud. Tel. 976 880505, Tel. Gratuito 900 166565, Fax 976 884148.

Management and administration of the economic subsidies of the Social Security System.

The General Social Security Treasury, C/Ramon y Cajal 3-5, 50300 Calatayud. Tel. 976 889350, General Information telephone number 901 502050, Fax 976 889355, www.seg-social.es
Management of affiliation, quotation, collection and payments.

FOR MORE INFORMATION ON EMPLOYMENT:

Provincial Address of INAEM in Zaragoza.

Avda. Cesáreo Alierta 9-11, 50008 Zaragoza. Tel. 976 715740, Fax 976 714234.

www.aragon.es The webpage of INAEM, The orientation net.

5 OTHER RESOURCES

EMERGENCY AND HELP TELEPHONE NUMBERS

S.O.S. Aragón. Emergency telephone number in general. 112.

Aids and Sanitary Emergencies in Aragon Tel. 061.

Domestic violence (woman) victims (24 hours attention). Tel. 900 504405

Local Police. Tel. 092.

Civil Protection. Tel. 978 617250.

Minors and teenagers help line. Tel. 900 202010.

The "Hope" telephone. Tel. 976 232828.

CLOTHES CHARITY

Caritas, C/Jota Aragonesa 2, 50250 Illueca. Tel. 976 820055

Distribution of clothes every Friday.

REGISTRATION IN THE CITY COUNCIL

All the immigrant people, including the ones in an illegal situation have the right and obligation to register at their corresponding municipality where they live. Consult your City Council.

HEALTH

HEALTH CARE CENTRES

You can apply for your health card at your own health centre.

Health Centre in Illueca, Barón de La Torre s/n, 50250 Illueca. Tel. Consultas 976 822496, Emergency telephone number 976 821429.

HOUSING

Housing registry in Aragon. Government of Aragon, Tel. 900 122132, www.viviendaaragon.org.

Inscription in either the hiring or purchasing system.

In order to buy or to rent a flat or a room you can look in announcements in the panels of well-known establishments or in the local newspapers, or you can go to an estate agent or by making use of your



contact networks.

COMMUNITARIAN SOCIAL SERVICES

S.S.B. (Base Social Services), Plaza del Castillo s/n, 50250 Illueca. Tel. 976 548090, ssbase@comarcadelaranda.net

SPECIALIZED SOCIAL SERVICES

WOMEN

Regional Centre of Information and Services for Women, Plaza Castillo s/n, 50250 Illueca. Tel. 976 548090, ssbase@comarcadelaranda.net

Legal advice service, Work psychology, Business, Social, and family mediation service.

Health, Social Action, Work.

Every Friday from 6 to 8 p.m.

YOUNG PEOPLE

Regional Office of Information for Young People, Plaza Castillo s/n, 50250 Illueca. Tel. 976 820270, www.comarcadelaranda.net, juventud@caranda.e.telefonica.net

Accommodation information, employment, work experience, volunteering; legal advice, professional psychological guidance.

EMBASSIES AND CONSULATES

Information on embassies and consulates in Spain - Consult the page of the Ministry of Exterior Affairs www.mae.es.

Consulates in Aragon – See the Resources Guide of the Community Region of Zaragoza.

DRIVING LICENCE

Provincial Headquarters of Traffic, Vía Universitat 4-6, 50071 Zaragoza. Tel. 976 358900, www.dgt.es

SENDING/SHIPMENT SERVICES

Post Office and Telegraph in Illueca, C/Diagonal V Centenario, Illueca. Tel. 976 820161, General information telephone number 902 197197, www.correos.es.

Telephone booths and banking organizations. Also you can make the shipment of money through authorized telephone booths establishments and banking organizations (banks and saving banks).

LIBRARIES

Public Municipal Library in Aragón, Plaza España 2, 50246 Brea de Aragón. city council telephone number 976 824233, Fax 976 822061, brea@dpz.es

Public Municipal Library in Illueca, C/ Benedicto XIII 54, 50250 Illueca. Tel. 976 822439, Fax 976 820322, biblioillueca@hotmail.com

