



21/07/2017

**Contract of Employment for WRA Employees
Schedule A**

Dear,

We have pleasure in confirming your work schedule as per the details below:

Employee:

Job title:

Client :

Nature of Client's business: Construction

Contract:

Location of Assignment: As confirmed by a representative of Carmichael^{UK}.

Start date of Assignment:

End date or likely duration of Assignment: To continue until such time as it is terminated in accordance with the appropriate Terms and Conditions

Assignment work pattern (normal days of work, and hours to be worked): To be confirmed by a Client representative from time to time.

Necessary experience, training, qualifications and any other authorisation, which the Hirer considers necessary, or are required by law, or by any professional body: The Associate Worker should hold a CSCS card or work towards achieving one.

Any known health and safety risks and any steps the hirer has taken to reduce such risks: Before the Associate Worker starts work on the Client site s/he must complete the Client's health and safety induction programme, details of which will be provided to the Associate Worker on the first day of the Assignment.

Notice period to terminate Assignment: Refer to Contract for Services with Associate Workers.

Option A Hourly Pay Rates & Overtime:

- £ hourly - WRA normal time rate (0-39 Hours)
- £ hourly - Weekday overtime rate (40-60 Hours)
- £ hourly - Weekday additional overtime rate (60 Hours +)
- £ hourly - Saturday overtime first 4 hours rate

£ hourly - Saturday overtime above 4 hours rate

£ hourly - Sunday overtime rate

Please note to qualify for overtime rates you will need to have worked a 39 hours week.

You will be entitled to Holiday pay at the appropriate rate.

You will be paid £..... per Travel Allowance which is **taxable / non taxable**.

Option B: Flat Shift Rate

Any day or night Monday to Sunday

Based on 12 hour duration, 11.5 hours worked and unpaid 30 minute meal break

This shift rate in all circumstances is at least the minimum rate as defined under the CIJC WRA.

£..... per shift

You will be entitled to Holiday pay at the appropriate rate.

You will be paid £..... per Travel Allowance which is **taxable / non taxable**.

Subsistence allowance **is not applicable / is applicable**.

Statutory and Industry Sick Pay will be paid at the appropriate amount.

You are provided with accident injury benefit and death benefit for specific injuries sustained as a result of an accident at work or whilst travelling to and from work, the amount as published by the CIJC.

You have **accepted / declined** to make pension contributions to the B&CE EasyBuild stakeholder pension.

The duration of an Assignment is not guaranteed and may be terminated by the Employment Business at short notice or with immediate effect.

The terms set out in the Contract of Employment for WRA Employees apply only to the work completed on appropriate site. Outside the appropriate sites new terms and conditions apply and will be issued.

Please indicate your acceptance of this offer by printing a copy of this e-mail signing and returning to Carmichael^{UK} by either e-mail or post to Carmichael^{UK}, 5 Vicarage Lane, Stratford, London, E15 4HF. If you are unable to print this e-mail please reply that you have received it and you accept above terms.

Should you have any queries, please don't hesitate to contact us on 0208 522 8888

Payments CANNOT be made until we have received acceptance of this email.

Signed:

Candidate's Name