

Key Information Document

This document sets out key information about your relationship with us, including details about pay, holiday entitlement and other benefits.

The Employment Agency Standards (EAS) Inspectorate is the government authority responsible for the enforcement of certain agency worker rights. You can raise a concern with them directly on 020 7215 5000 or through the ACAS helpline on 0300 123 1100, Monday to Friday, 8am to 6pm.

General Information

Name of employment business who will process payments to you:	First Technical Recruitment Limited
Type of contract you will be engaged under:	Contract for Services
How often you will be paid:	Dependent upon your particular assignment you may be paid weekly, monthly or fortnightly.
Minimum rate of pay:	At least the National Minimum Wage
Deductions from your pay required by law:	Income Tax National Insurance Student Loan (if applicable) Auto-enrolment Pension Contributions which is currently set at 5% of qualifying earnings using a 'net pay approach'.
Holiday entitlement and pay:	Minimum holiday entitlement is 28 days per annum (inclusive of public holidays).

Example Pay

This example is for illustrative purposes only and may not reflect the actual rate of pay of your assignment.

Example rate of pay:	£20.00 per hour
Hours worked (per week)	37.5
Weekly Gross Pay	£750.00
Deductions from your wage required by law:	PAYE Income Tax £95.59 National Insurance £68.08 Auto-enrolment Pension Contribution £31.50
Example net take home pay:	£554.83