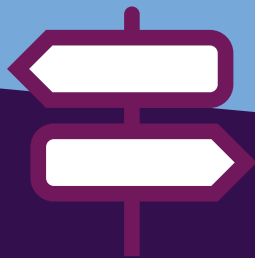


WORK ROUTES IN THE UK

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WORK ROUTES IN THE UK



LABOUR MARKET IN THE UK

- At a national level the UK economy is currently in a state of revival after the devastating effects of the 2008 economic crisis.
- The UK has the 5th largest economy in the world and 2nd in Europe behind Germany.
- The UK economy is mainly dominated by London and a strong financial sector.
- However the Service sector employs the majority of the UK workforce with 78.2% employed in Services, 21.1% in Industries and 0.7% in Agriculture.
- The Public sector is also a large employer with 17.4% of total employment in England, 22.1% in Scotland, 24% in Wales and 27.9% in Northern Ireland.
- In the United Kingdom, the unemployment rate was 4.9 percent in the three months to June 2016.
- There were 1.64 million looking for a job.



CAN YOU WORK IN THE UK?

- An individual's right to work in the UK depends on a number of factors. This includes their nationality and the terms of their permission to enter and remain in the UK.
- If you are a British Citizen, a Swiss national or a member of the European Economic Area (EEA) then you do not need permission to work in the United Kingdom*. Nationals from the EEA do not need permission to work in the UK and are able to work without any restrictions. You simply must provide a copy of your passport or national ID card as proof of your right to work.
- In June 2016, the UK voted to leave the European Union, and this means that tighter restrictions may be introduced.
- If you are an asylum seeker you must apply to get 'leave to remain'.
- Successful applicants will gain refugee status and will be allowed to stay in the UK for five years. If the situation in their home country has not improved after those five years, they can apply to stay permanently. When you have gained refugee status you can apply for jobs and get work.
- If you are from a country outside of the EEA and you wish to come to the UK to work, you will need to ensure that you have the relevant ID and work authorisation documentation to legally work.

WHERE TO LOOK FOR A JOB?



- 'Jobcentre Plus' is the government's national agency to help find people a job and there is one located in most towns in the UK.
- The purpose of Jobcentre plus is to support job seekers to find work. They are worth visiting because they also provide free and friendly advice on what jobs are available locally, how to look for jobs, and the best way to apply for work.
- The internet and online job hunting has transformed the way we look for jobs, making our searches quicker, easier and often a lot wider. If you want to avoid checking through hundreds of vacancies, it is important to make your search as targeted as possible.
- Many migrant workers get work through word of mouth. This is simply chatting amongst peer groups or friendship groups and hearing where workers are needed. The larger your network the better chance you have of hearing about a possible job!



EDUCATION AND TRAINING

- Most jobs in the UK require you to speak a reasonable level of English.
- If you can't there are a number of places you can go to get English lessons. These are often called ESOL classes (English for speakers of other languages) or EAL classes (English as an additional language).
- These will often be available free of charge from the nearest Adult Education provider.
- The government has set a minimum standard for migrant workers to ensure they can speak English at an acceptable level.
- Job specific training is often provided by your employer, so they may require you to do an induction (introduction) training course, or specific skill courses to ensure you can carry out the job effectively and safely.
- Some organisations may require you to study vocational qualifications at a college, an adult education centre or online. In most cases the employer will pay for this, but not always.

APPLYING FOR A JOB



- In the UK most jobs require you to fill in an application form, or send in a CV or Resume.
- An application form is a set of questions which will allow an employer to assess whether your experience matches a job specification in terms of knowledge, skills and experience.
- A CV should detail your work and volunteering experience, and it is a good idea to tailor it to the job you are applying for. They should be no more than 2 sides long, and should include your contact details.
- When employers have considered your application form or CV, they may invite you to an interview.
- An interview is a face-to-face meeting with yourself and one or more representatives of the organisation you have applied to.
- Your presentation at an interview needs to be consistent with what you have written.
- You need to prepare for the interview by considering questions they may ask, what you should also ask, and turn up on time but never late, turn your phone off, dress smartly and be enthusiastic about the job.



EMPLOYMENT CONTRACTS

- There are several types of contracts that employers will require you to sign up to when working in the UK.
- The most common contract is a contract of employment. This is a two sided agreement between you and the employer stating the requirements of the job and the pay for doing it. A contract of services may also be offered, but here you are not an employee but a contractor.
- With a contract of services you agree a rate for the whole job, and you will be required to do it within the time scale, and submit invoices to be paid.
- Other contracts may be given on a self-employed basis. These are typical in the building trade, and here you have the same status as a contractor and are effectively self-employed.
- Fixed term contracts are also common in the UK. For example, the job may state it is for a fixed term of 6 or 12 months only.
- This type of contract comes to an end at the time stated, so you need to take steps to find another job before the contract ends, to ensure you are not out of work. All contracts of employment should come with an agreed paid holiday scheme. This means that the employer will allow you to take days off during the year as holiday, and will pay you for those days.

WORKING HOURS



- Jobs in the UK are generally advertised as full time, which means you will work between 35 and 45 hours a week, usually over five or six days.
- Or part-time, which could be any number of hours up to 35.
- In the UK some jobs are offered on a 'zero hours' contract'. This means that the employer is not obliged to give you any work if he hasn't got any to give.
- With zero hours contracts it is best to speak to others who work in the same job, to establish how many hours you are likely to get.
- There is no upper legal limit of hours, but most employers will not offer more than 49 per week.

PAYMENT



- Payment for work is usually made either once a week or once a month, in arrears.
- If you are on a monthly salary, then you will receive one twelve your salary each month.
- If you are on an hourly contract, then you will receive the number of hours pay you have worked at the agreed pay rate.
- In the UK there is a minimum wage which is currently £ 7.50 for people aged 25 or more. This means the employer is required by law to pay at least this rate.
- If you earn more than £ 155 per week or £ 672 per month you will have National insurance deductions taken off your pay.
- And if you earn more than £ 210 per week or £ 916 per month you'll have tax taken off as well.