

# CJUK: KEY INFORMATION DOCUMENT

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

General information for temporary relief assignments:

## Name of your employment business:

Chefs Jobs UK t/a CJUK

## Your employer:

Chefs Jobs UK t/a CJUK

## Type of contract you will be engaged under:

Contract for services

## Who is responsible for paying you:

Chefs Jobs UK t/a CJUK

## How often you will you be paid:

Weekly in arrears

## Expected or minimum rate of pay:

Each assignment differs and the rate of pay will be confirmed in writing each time, never below statutory requirements

## Deductions from pay required by law:

There are some deductions which the employment business are required by law to make, such as PAYE tax and National Insurance. You are automatically enrolled onto the workplace pension scheme after 3 months unless you opt-in earlier or decide to opt-out

## Any fees for goods or services:

You will not be charged for finding assignments. However, if, for example, you are required to have DBS Check, this would be chargeable

## Holiday entitlement and pay:

As temporary workers do not have fixed or regular hours, holiday entitlement will be calculated using an accrual method over the hours that you work. This equates to an entitlement of 12.07% of hours worked

Some assignments will include an accommodation or travel allowance. These are taxable benefits.

# EXAMPLE PAY

Your deductions and take home pay may vary depending on your personal circumstances, for example if you are claiming a pension, are receiving any other benefits or allowances, or if you are employed by other businesses.

## Example rate of pay for Chef de Partie:

40 hours @ £11ph = £440

*If you get travel allowances, these will be taxable. Please note, if you are using the clients' accommodation, your payslips will reflect an accommodation allowance which is HMRC compliant.*

## Deductions from your wage required by law:

PAYE Tax = £40  
National Insurance = £32.88  
Workplace Pension\* (5%) = £16.10

*Please note that these deductions vary depending on your tax code. Pension enrolment is required by law after 3 months unless you opt-in earlier or decide to opt-out.*

## Any deductions or costs from your wage:

£0

## Any fees for goods or services:

£0

## Example net take home pay:

**£351.02**

On occasion, CJUK acts as an Employment Agency and simply introduces a candidate to a client. In these instances, the client will be responsible for the type of contract they issue and for paying the candidate. The Employment Agency Standards (EAS) Inspectorate is the government authority responsible for the enforcement of certain agency rights. You can raise a concern with them directly on 020 7215 5000 or through the Acas helpline 0300 123 1100.