No.	Job title	Job description attached Y/N or to follow	Does employee come from outside EEA (Y/N)? If so, attach work permit or certificate of sponsorship required by UK Border Agency
1	Contract Manager	N	No
2	Admin Support	N	No
3	Contract Supervisor	N	No
4	Engineer	N	No
5	Engineer	N	YES
6	Engineer	N	No
7	Engineer	N	YES

Continuous service start date	Notice period (employer)	Notice period (employee)	Car/travel allowance and details
01/12/2007	1 Month	1 Month	Vehicle allowance £405.00 per month
01/10/2016	1 Month	1 Month	No
01/01/2017	1 Month	1 Month	No
01/10/2016	1 Month	1 Month	No
01/05/2001	1 Month	1 Month	No
01/10/2017	1 Month	1 Month	No
01/10/2018	1 Month	1 Month	No

Fuel card provided and whether business/ private mileage paid or both	Car/van provided and whether for private use/ business only	Mobile phone provided and whether fully expensed	Shift allowance and when applicable	Bonus terms and whether contractual
Business milage				
paid when				
required	No	Yes/Yes	No	Up to 20% of Salary
Business milage				
paid when				
required	No	Yes/Yes	No	No
Business milage				
paid when				
required	No	Yes/Yes	No	No
Business milage				
paid when				
required	No	Yes/Yes	No	No
Business milage				
paid when				
required	No	Yes/Yes	No	No
Business milage				
paid when				
required	No	Yes/Yes	No	No
Business milage				
paid when				
required	No	Yes/Yes	No	No

	nnual salary or hourly rate	Overtime rate 1 & when applicable	Overtime rate 2 & when applicable	Overtime rate 3 & when applicable	Pay date and pay frequency (monthly/fortnightly etc)
£	62,000.00	N/A	N/A	N/A	Monthly on 24th or earlier Friday if weekend
£	21,417.00	x1.0	x1.5	x2.0	Monthly on 24th or earlier Friday if weekend
£	29,000.00	x1.0	x1.5	x2.0	Monthly on 24th or earlier Friday if weekend
£	30,500.00	x1.0	x1.5	x2.0	Monthly on 24th or earlier Friday if weekend
£	20,372.00	x1.0	x1.5	x2.0	Monthly on 24th or earlier Friday if weekend
£	26,000.00	x1.0	x1.5	x2.0	Monthly on 24th or earlier Friday if weekend
£	25,000.00	x1.0	x1.5	x2.0	Monthly on 24th or earlier Friday if weekend

Hours per week and start/finish times	Holiday entitlement per annum	Holiday year	Holiday taken and or booked up to transfer date
40	25 days	January to December	Unknown Date
40	25 days	January to December	Unknown Date
40	25 days	January to December	Unknown Date
40	25 days	January to December	Unknown Date
40	25 days	January to December	Unknown Date
40	25 days	January to December	Unknown Date
40	25 days	January to December	Unknown Date

Pension scheme member? Y/N	Public or private sector pension?	Defined benefit (DB) or defined contribution (DC) scheme?	Occupational or non- occupational scheme?
Υ	Private	Auto Enrol	GPP
Y	Private	Auto Enrol	GPP
Y	Private	Auto Enrol	GPP
Y	Private	Auto Enrol	GPP
Y	Private	DB	occ
Y	Private	Auto Enrol	GPP
N	N	N	N

ER contributions (state percentage or fixed amount including pay frequency)	EE contributions (state percentage or fixed amount including pay frequency)	Does Fair Deal apply (public sector only)?
2	3	No
	3	NO
2	3	No
2	3	No
_	-	
2	5	No
869.54pm	65.87pm	No
2	3	No
N	N	N

Benefits linked to pension? E.g. life cover, enhanced redundancy entitlement etc	Healthcare scheme member and details	Life cover and level of cover
No	single Private Healthcare	Yes 2x Salary
No	No	Yes 2x Salary
No	No	Yes 2x Salary
No	No	Yes 2x Salary
No	No	Yes 2x Salary
No	No	Yes 2x Salary
N	No	No

Details of any other benefits	Next pay review date	Contractual sick pay	Type of contract of employment / any other comments
No	Jan-20	Yes	Permanent
No	Jan-20	Yes	Permanent
No	Jan-20	Yes	Permanent
No	Jan-20	Yes	Permanent
No	Jan-20	Yes	Permanent
No	Jan-20	Yes	Permanent
No	Jan-20	No	Temp Agency - Vacant Permanent Position