

Key Information Document

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

Further information can be found at <https://indeedflex.co.uk/flexer-terms/>

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.

GENERAL INFORMATION

Name of employment business:	Syft Online Limited T/A Indeed Flex
Type of contract you will be engaged under:	Contract for services
How often you will be paid:	Weekly
Expected or minimum rate of pay:	Minimum rate of £10.42 p/h* (Based on pay rates set out by law, according to age)
Deductions from your pay required by law:	Income Tax, National Insurance, student loan, (if applicable)

Any other deductions or costs from your pay (to include amounts or how they are calculated):	Employee pension contribution (dependent on eligibility this would be 5% of your qualifying earnings, with Indeed Flex making a contribution of 3%.)
Any fees for goods or services:	Zero
Holiday entitlement and pay:	5.6 weeks paid annual leave which is calculated based on the government guidelines. These guidelines can be found here https://www.gov.uk/holiday-entitlement-rights/holiday-pay-the-basics
Additional benefits:	Access to Perkbox, discounts in stores such as Denny's workwear

if you are over 25 years old

EXAMPLE PAY

Example gross rate of pay:	£390.75 weekly*
Deductions from your wage required by law:	£29.80 Income Tax £17.88 NI
Any other deductions or costs from your wage:	£10.83 employee pension contribution

Any fees for goods or services:	Zero
Example net take home pay:	£332.24 weekly

assuming a 7.5 hour day for 5 days a week