



ENERGYQUOTE JHA

EMPLOYEE BENEFITS

Permanent staff joining Energyquote JHA are subject to a probationary period, which will normally be six months. After completion of the probation period, your Manager will appraise you providing you with an opportunity to assess your own performance and discuss your future training and development requirements.

Holidays

The full annual entitlement is 20 days at 8 hours at normal basic rate of pay in addition to Public and Statutory holidays. In addition you are entitled to 2 duvet days, enabling you to commence at 12 noon, by advising your manager on the morning concerned.

Gym Membership

Energyquote JHA has an arrangement with the Hammersmith Fitness & Squash Centre for reduced membership fees which are available on commencement of employment. Once you have 6 months of service, the company will support you with these fees. Should you wish to join a different Gym, the fees will also be supported after 6 months service.

Medical Expenses Insurance

You are eligible to join the Company's medical expenses insurance scheme with Bupa after 6 months service. The company will support you with the premium paying 50% contribution initially, with 75% contribution after 18 months of service.

Salary Sacrifice Schemes

Energyquote JHA supports the following salary sacrifice schemes:

Childcare Vouchers: whereby purchasing vouchers for your childcare results in tax and national insurance contribution savings. The maximum amount of vouchers that can be purchased per month is £243 per month.

Cycle to Work: whereby the purchase of a bicycle for use to and from the company premises through a loan from the company results in tax and national insurance contribution savings up to a purchase figure of £1,000 including accessories.

Study at Work: whereby the costs of studying an approved course through a loan from the company results in tax and national insurance contribution savings.

Eye Sight Testing

All employees regularly using VDU monitors are entitled to a voucher for an eyesight at Specsavers biannually. Energyquote JHA will also contribute towards the cost of spectacles, if the purpose of wearing spectacles is solely for computer use.

Employee Referral Scheme

Employees who refer a friend who is subsequently employed by the company receive £250 once they've completed their probation period.

Sick Pay Scheme

In addition to the Statutory Sick Pay Scheme, Energyquote JHA operates a discretionary Sick Pay Scheme after completion of probation period. This provides sick pay up to a maximum of 30 days in a 12 month period.

Compassionate Leave

Paid absence of up to three days' may be allowed at the discretion of the Company in the cases of bereavement involving a spouse, partner, dependent, child or parent.

One day's paid leave may be granted to attend the funeral of a close relative.

Pension

Energyquote JHA offers the facilities of an Independent Financial Advisor to provide you with advice relating to pension arrangements and will instigate the agreed policy, with the company processing the agreed contribution from your salary.

Company Loan

Energyquote may, at its discretion, provide an interest free loan up to a maximum of £1,000 to be repaid in instalments over an agreed term.

Refreshment Facilities

A kitchen is available for your use including microwave and toasting facilities along with fridges for cold storage.

Training and Development

Energyquote JHA is committed to the development of employees. Training plans are drawn up annually based on individual needs and the Company will endeavour to meet these needs provided there is a business and personal case to do so in line with departmental and business priorities and budgets.

