



## TEMPORARY STAFF IN PAY CLASSES 1 - 12

Payclass	Hourly Rates to Temps	Statutory Costs	% Mark up	Hourly Cost to UCT (excl. VAT)
Payclass 1	R 39,89	25,17%	12%	R 55,92
Payclass 2	R 47,14	25,17%	12%	R 66,09
Payclass 3	R 55,37	25,17%	12%	R 77,63
Payclass 4	R 61,39	25,17%	12%	R 86,06
Payclass 5	R 64,68	25,17%	12%	R 90,68
Payclass 6	R 71,11	25,17%	12%	R 99,69
Payclass 7	R 101,69	25,17%	12%	R 142,56
Payclass 8	R 109,97	25,17%	12%	R 154,17
Payclass 9	R 130,49	25,17%	12%	R 182,93
Payclass 10	R 158,87	25,17%	12%	R 222,72
Payclass 11	R 200,61	25,17%	12%	R 281,23
Payclass 12	R 255,32	25,17%	12%	R 357,93

All temporary staff supplied to the Client will remain our responsibility as they are in the employ of Impact Human Resources.

Furthermore Impact undertakes to do the following:

- Monitor and motivate temps and to deal with any problems before they escalate.
- If necessary, counsel and handle all disciplinary procedures.
- Ensure that each candidate is paid timeously.
- Ensure that all hours/overtime claimed are properly authorised.
- Ensure correct deduction of PAYE, UIF and issue necessary certificates relevant thereto.
- Pay all levies which are due.
- Provide for Workmen's Compensation.

### SALARY SCHEDULES

The Client is obliged to counter-sign timesheets presented by assignee/s, provided that such timesheets are correctly and accurately completed and signed by the assignee/s concerned.

Signature by the client on the timesheet/s shall be taken as confirmation of hours and be deemed to be correct.

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## **UNSUITABLE ASSIGNEES**

There will be no charge if the assignee proves to be unsuitable for any reason provided that Impact is notified by the Client during the first day of work. If the Client is dissatisfied with the assignee and notifies Impact beyond the first day of work then the Client will be charged for the hours worked by the assignee. We reserve the right to substitute the candidate with a replacement person at any given time.

## **TERMINATION OF EMPLOYMENT**

Should the Client wish to conclude an assignment, the Client shall inform Impact in writing well in advance to enable Impact to give notice to the assignee strictly in accordance with the Basic Conditions of Employment Act.

- One week if the assignee has been employed for six months or less;
- Two weeks if the assignee has been employed for more than six months but not more than one year;
- Four weeks if the assignee has been employed for one year or more.

## **TEMPORARY TO PERMANENT CONVERSION**

Should an assignee accept any position during the assignment or within six months of completion thereof, a 10% conversion fees will become payable based on the annual salary package without any guarantee.

## **CONTRACT ASSIGNMENTS**

Should the Client prefer the assignee to be on their payroll, a contract fee of 15% will be charged, based on the assignee's monthly salary for the contract duration. This fee will also apply for contract extensions. Should the assignee accept a permanent position during this assignment or within six months of completion thereof, the above conversion fees will become payable.

## **FUTURE ASSIGNMENTS**

In the event of this assignee accepting any further work within 6 months of their previous assignment with you, such assignment must be arranged through Impact at the company's standard rates.

## **PERMANENT APPOINTMENTS**

If an applicant is offered a permanent appointment without temping, the rate will be 12% of the package with a three month guarantee.

Fees are not refundable, but in the event that the appointed candidate leaves the client's employment within three months for reasons other than retrenchment, unfair dismissal, ill health or a change in employment terms, Impact undertakes to seek further candidates free of charge. Impact must be given the opportunity to replace the candidate. In the event of Impact being unable to find a suitable replacement, a credit will be given on the following basis:

- 30 days of commencement - 50% credit.
- 60 days of commencement - 40% credit.
- 90 days of commencement - 30% credit.

## **LIABILITY**

Impact does not accept any responsibility for any liability which may arise, directly or indirectly, as a result of the actions of the assignee. We are not responsible for any losses of a consequential nature.

## **LEGISLATION**

Both parties commit themselves to use every effort to comply with applicable labour legislation.