

# Work Finder Agreement

## 1. WORK FINDER AGREEMENT

2. This Work Finder Agreement is between:
3. Quest Employment Limited incorporated and registered in England and Wales with company number 05509015 whose registered office is at 7-9 The Avenue, Eastbourne, East Sussex, BN21 3YA (the "Company")
4. and
5. \_\_\_\_\_ of \_\_\_\_\_ (the "Candidate" or "you").
6. The Company has been asked by you to seek work on your behalf.
7. The nature of work being sought is: \_\_\_\_\_
8. All work-seeking services provided by the Company to you will be provided in-line with this Agreement. By signing this Agreement, you agree to the Terms set out below. You should ensure you read and understand the Agreement before signing.

## 9. TERMS OF AGREEMENT

10. The Company is to provide you with recruitment services; that is to say, the Company will act as an Agency as defined under the Employment Agencies Act 1973 and/or as an Employment Business as defined by the Conduct of Employment Agencies and Employment Businesses Regulations 2003.
11. You authorise the Company to seek work on your behalf.
12. In the event you no longer want the Company to provide you with work-finding services, you must provide 7 days' notice in writing confirming this. The Company can terminate this Agreement with immediate effect.
13. This Agreement is not a guarantee that work will be found for you. No liability is accepted if work cannot be identified, nor is it guaranteed that any work found will be suitable for you.
14. This Agreement is for work-finding services only. This Agreement does not in any way constitute a contract for services or a contract of employment with the Company or any third-party.
15. You understand that when or if the Company finds you any work, your Working Terms, i.e. contract for services or contract of employment, could be with a third party. If your Working Terms are with a third party, the Company will not be your employer/engager.
16. You will cooperate with the Company's reasonable requests in determining whether you will be subject to (or to a right of) supervision, direction or control in relation to the work you perform.
17. We will ensure that your Working Terms will include the following terms as a minimum:
  - 17.1. Any work assignment may be terminated by either party by providing 7 days' notice
  - 17.2. You will receive at least the National Minimum Wage or National Living Wage for any work that you have undertaken. Further details of the hours, rate of pay you will receive, and payment due dates, will be provided in your Assignment Schedule when you are assigned a position.
  - 17.3. You will be eligible to not less than the statutory holiday pay and leave entitlement (as appropriate).
  - 17.4. You will be paid weekly in arrears, irrespective of whether our client has paid.
  - 17.5. You will not at any time use or divulge to any person, firm or company, except in the proper course of your work duties, any confidential information identifying or relating to the Company, companies in its group, its clients or its suppliers, details of which are not in the public domain.
18. The Company will use your personal data, for the purpose of complying with any obligations, statutory or otherwise, that the Company may have and for the purpose of seeking work for you. This includes but is not limited to providing such information, including documents, to the Company's clients, group companies, advisors or suppliers. All data will be used in-line with the General Data Protection Regulation; the Company's privacy statement provides further information in relation to the Company using your personal data.
19. If you do not want information about you to be held by the Company, you will provide the Company with written confirmation.
20. Relating to its subject matter, this Agreement constitutes the entire agreement between us and supersedes and extinguishes all previous agreements, promises, assurances, warranties, representations and understandings, whether written or oral, in relation to work-finding services.
21. This Agreement may not be varied, except by agreement by both parties in writing, which in the case of the Company is required to be by a statutory director.
22. This Agreement and any dispute or claim arising out of or in connection with it shall be governed by and construed in accordance with the law of England and Wales.
23. By signing, you are acknowledging that you agree to and accept the terms of this Agreement.

**Name (Employee)**

**Signed (Employee)**

**Date**