

CONTRACT FOR EMPLOYMENT

This agreement for Society Education Services at-----
by and between,
-/- 1st Party: Society Education Services, The employer ----- is made out as
AND

-/- 2nd Party: (Name of Employee, address), The Employee
The employment agreement between employer and employee is compromised on following
underneath terms and conditions;

Services: Subject to the terms and conditions of this Agreement Employee agrees to provide Society
Education Services his/her services for an initial period of two years.

Salary & Perks: Employee will be eligible for the benefits and perks as per define in Human Resource
policy. Any change in the policy will be applicable to all employees.

Position: Employee is appointed as Associate Professor and will join Math department. However, we
may change his/her position as deem fit for our organization.

Increments and Appraisal: Employee is entitled for annual increments and appraisal as all other
employees of Society Education Services considered, only after confirmation of job. The confirmation of
job is base on two year working at our organization within minimum accumulation of services and strict
compliance of rules and regulations. In case of any violation of these rules and regulations may result
temporary or permanent disengagement of employee's engagement.

* In such a case where employee found disloyal against organization or breach of trust, the employer or
director of human resource upon appearance of necessary monitoring.

Relocation & Transfer: As part of regular job promotion, employees may relocate or transfer to other
transfer to other departments as well where found more suitable for organization. Employees should agree
to serve in his/her best knowledge and ability in all such cases.

EMPLOYMENT LAW

OUR PRICES AND COSTS EXPLAINED



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At Woodcocks Haworth & Nuttall we know our clients want access to experienced solicitors with high levels of expertise with whom they can build close working relationships. We will provide you with access to dedicated solicitors who will work in partnership with you to achieve the best possible outcome to your employment law matter. We have two directors specialising in employment law who may work on your matter with Michael Shroot supervising work if required. For more details on our dedicated employment lawyers, please click on their profiles below:



[Michael Shroot](#)



[Sara Beaumontt](#)



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PRICING STRUCTURE

Our pricing for bringing and defending claims for unfair or wrongful dismissal is as follows:

The price below excludes VAT which will be charged at the prevailing rate in addition to the indication of costs. We record all time spent and our charges will be determined by the value of time spent in relation to your case.

- Simple case: £1,000 - £2,000 - where time does not exceed eight hours in total
- Medium complexity case: £2,000 - £4,000 - where time does not exceed 16 hours
- High complexity case: £6,000+- where time is 24 hours or over

Once we have details from you, we will provide you with a more detailed estimate of costs to help with your matter.



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FACTORS THAT COULD MAKE A CASE MORE COMPLEX

There are a variety of factors which can influence the complexity of your case, including:

- If it is necessary to make or defend applications to amend claims or to provide further information about an existing claim
- Defending claims that are brought by litigants in person
- Making or defending a costs application
- Complex preliminary issues such as whether the claimant is disabled (if this is not agreed by the parties)
- The number of witnesses and documents
- If it is an automatic unfair dismissal claim e.g. if you are dismissed after blowing the whistle on your employer
- Allegations of discrimination which are linked to the dismissal

There will be an additional charge for attending a Tribunal Hearing of £850 per day. Generally, we would allow 1-3 days depending on the complexity of your case.



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DISBURSEMENTS

Disbursements are costs related to your matter that are payable to third parties. We handle the payment of the disbursements on your behalf to ensure a smoother process. Details of court fees can be obtained [here](#).

Counsel's fees estimated between £850 to £2,500 per day (depending on experience of the advocate) for attending a Tribunal Hearing (including preparation). Counsel's fees will attract VAT at the prevailing rate in addition.



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KEY STAGES

The fees set out above cover all of the work in relation to the following key stages of a claim:

- Taking your initial instructions, reviewing the papers and advising you on merits and likely compensation (this is likely to be revisited throughout the matter and subject to change)
- Entering into pre-claim conciliation where this is mandatory to explore whether a settlement can be reached
- Preparing claim or response
- Reviewing and advising on claim or response from other party
- Exploring settlement and negotiating settlement throughout the process
- Preparing or considering a schedule of loss
- Preparing for (and attending) a Preliminary Hearing
- Exchanging documents with the other party and agreeing a bundle of documents
- Taking witness statements, drafting statements and agreeing their content with witnesses
- Preparing bundle of documents
- Reviewing and advising on the other party's witness statements
- Agreeing a list of issues, a chronology and/or cast list
- Preparation and attendance at Final Hearing, including instructions to Counsel

The stages set out above are an indication and if some of stages above are not required, the fee will be reduced. You may wish to handle the claim yourself and only have our advice in relation to some of the stages. This can also be arranged based upon your individual needs.



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HOW LONG WILL MY MATTER TAKE?

The time that it takes from taking your initial instructions to the final resolution of your matter depends largely on the stage at which your case is resolved. If a settlement is reached during pre-claim conciliation, your case is likely to take 1-4 weeks.

If not, then it can conclude at any time between around four weeks and six months. Cases can settle even when a court or tribunal case is issued at any time before the final hearing. It should take around six months to deal with a court or tribunal matter to final disposal.

For simple matters the likely timescale will be at the lower end of the scale. Medium complexity matters are likely to be in the middle of the timescale. High complexity cases are likely to take the most time and will likely be towards the six month stage.

This is just an estimate and we will of course be able to give you a more accurate timescale once we have more information and as the matter progresses.



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compliance of rules and regulations. In case of any violation of these rules and regulations may result
temporary or permanent disengagement of employee's engagement.

* In such a case where employee found disloyal against organization it is hereby said per the approval of
directorate of human resource upon appearance of monthly monitoring.

Relocation & Transfer: As part of regular job promotion, employees may relocate or transfer to
transfer to other departments as and when found more suitable for organization's need.
to serve its best interest knowledge and ability in all such cases.

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