

What is an Annualised Contract?

Lancashire Registration Service offer annualised contracts of 312, 416, 520 and 728 hours per year.

These are permanent jobs, with a regular guaranteed monthly salary. They are not zero hours or casual contracts.

If these were to be broken down into average weekly hours, these would be: 6 hours (312 contract), 8 hours (416 contract), 10 hours (520 contract), or 14 hours (728 contract). However, the hours are not set each week and can vary significantly.

You may work anything between 1 to 5 days per week.

For payment purposes, hours are divided into 12 monthly payments. For example, a 520-hour contract will be paid at 43.33 hours per month for 12 months.

If you complete your contracted working hours before the end of the year you will be asked to continue working, claiming the additional hours when worked.

A bank holiday enhancement of 50% is payable. Mileage is paid for travel to other offices if you are insured for business use.

Due to the level of flexibility needed for this contract, it is difficult to fit in with another job.

Births & Deaths Annualised Hours Contract

Birth & Death registration appointments take place Monday to Friday, so this will be the working pattern for the post. Working hours are 8:36am until 5pm, with an hour unpaid lunch break.

A rota is sent out a month in advance, advising of your working days for the following month. On occasion, you may be asked to work at short notice, covering sickness absence of last-minute rota changes.

During initial training, you should expect to work a significant amount of hours per week (a minimum of 3 days per week).