

Unit 2

THE LABOUR CONTRACT

1

CONTRACT OF EMPLOYMENT

In 1980 the Workers' Statute was passed and, since then, the Spanish Labour Legislation has been changed several times. The latest labour reforms were in 2012, 2013 and 2014.

The aim was to make inroads in lowering unemployment and raising productivity, improve working conditions, to modernise the collective agreement, to support self-employed people and, small and medium companies (PYMES), to minimise the labour absenteeism as well as to improve labour flexibility.

1.1 DEFINITION

It is a legally binding agreement between an employer and an employee, by means of which the employee agrees to work under the command of the employer. In exchange, the employee will receive a salary, regardless of the risks run by the company.

The employee is an individual who voluntarily works under the command and organisation of the employer.

The employer can be an individual or a corporate entity.

All employees must have an employment contract with their employer.

State laws govern the enforcement of employment contracts.

An employment contract is an agreement that sets out an employee's:

- Employment conditions
- Responsibilities
- Rights
- Duties

These are called the terms and conditions of the contract.

Work contracts must be registered in the Public Employment Office within 10 days time.

TAKE NOTE! If a person has an agreement to do some work for someone (like paint their house), this is a "contract to provide services" or a "contract for services", an agreement whereby a person is engaged as an independent contractor, such as a self-employed person.

1.2 ESSENTIAL REQUIREMENTS OF A CONTRACT

The essential requirements of any kind of contract (employment contract, insurance contract, sales contract, contract of lease...) are:

ACCEPTANCE

The parties in a contract must show their will to implement a contract.

OBJECT

Identification of the goods and services exchanged according to the contract (the activity of the worker in an employment contract, which is being paid by a salary). It has to be possible, lawful and specific.

EXCHANGE

It is the reason of the contract; regarding to the employer is to get the results of the work done by the employee and with respect to the employee is to receive the agreed payment.

1.3 INDIVIDUALS IN A CONTRACT

Who has legal right to hire?



EMPLOYEE

- Over 18 years of age.
- Between 16 and 18 years who are legally emancipated.
Emancipation is a judicial decision. It can be obtain if the person is married, with parents' permission or judicial authorisation.
- Between 16 and 18 years who are no legally emancipated requires parents' or guardian's permission.
Under 18 year-old-workers are not allowed to carry out risky, night and unhealthy works, nor overtime.
Under 16 year-old-people may take part in public shows as long as such participation does not endanger their health and education and with prior written authorisation by the employment authorities.
- Foreign people, according to the Spanish Law (work and residence permit for the non-European Union (EU) workers).
EU citizens can move around the European Union freely and do any labour or professional activity. They only must request in 3- months- time a residence permit that is valid for 5 years and renewable.



EMPLOYER

- Individual or corporate body (legal person).
To be a corporate body the incorporation deed has to be registered in the Bussines Register (Registro Mercantil).
- To be an individual with legal capacity to hire people, see the requirements above.

1.4 FORM OF A CONTRACT OF EMPLOYMENT

The legal parts of a contract are known as terms and conditions. An employer should make clear which parts of a contract are legally binding.



Contract
terms and
conditions
can be

In a written
contract
or similar
document
like a written
statement of
employment

An employment contract has to be written down whenever the law stipulates it. If not, it will be assumed that it is a permanent full-time contract, except if it is proved the temporary nature of the work.

Verbally
agreed

Verbal contracts are not so common. A verbal contract can only be fulfilled if the contract is a full-time open-ended contract, or a full time "temporary contract due to production contingencies" under 4 weeks duration.

Even for contracts for which the law does not stipulate the need for a written agreement, either party may demand a written contract, even during the course of the working relationship.

The contract of employment exists whenever a labour relationship is.

Video:

Employment of minors in public shows:

https://www.youtube.com/watch?v=ZxfCM6b-GEw&feature=emb_logo

1.5 CONTENTS OF AN EMPLOYMENT CONTRACT

An employer must give employees a written statement of employment details if their employment contract is not written and lasts at least 4 weeks or more. This isn't an employment contract but will include the main conditions of the agreement.

The employer must provide the employee the written statement within 2 months of the start of employment.

Any contract must be signed by both parties and must be registered in the employment office (Lanbide in the Basque Country and State Employment Public Service - Servicio Público de Empleo Estatal) within ten days.

An employment contract must include as a minimum:

- ✓ Type of contract.
- ✓ The personal information of the employer and the worker.
- ✓ Start date and, if it's temporary, how long it will last.
- ✓ Working conditions, such as the rate of pay that will state how much the employee will be paid per year, before tax has been taken off; working times; workplace, duration of holidays, etc.
- ✓ Professional category, responsibilities of the position and the tasks to be performed.
- ✓ Probationary period.
- ✓ Notice period.
- ✓ Collective agreement applicable to the job.
- ✓ Place, date and parties' signatures (signed by the parties).

Video: Labor contracting with electronic signature

https://www.youtube.com/watch?v=1O3YcG5sNPQ&feature=emb_logo

1.6. PROBATIONARY PERIOD

The Trial Period is the time agreed upon by the worker and the employer during which either of them may terminate the employment relationship at the will of either party without giving cause and without notice, unless otherwise agreed.

Its purpose, in the case of the employer, is to verify whether or not the worker is qualified to carry out the work for which he has been hired, and in the case of the worker, it allows knowing the conditions in which his work is going to be carried out.

The establishment of a trial period is optional and if agreed upon, it must be set in a written form.

Its maximum duration will be established in the collective agreements and failing that, the duration may not exceed:

- Six months for qualified technicians.
- Two months for the rest of the workers if the company has more than 25 workers and up to three months if the company has less than 25 workers.

The trial period of fixed-term contracts whose duration does not exceed 6 months and in the training contract for obtaining professional practice, may not exceed one month, unless the

applicable collective agreement provides otherwise. Trial periods may not be established in alternating training contracts.

Video: Probationary period

https://www.youtube.com/watch?v=X3_9_HzpEOo

Video: Aspects to take into account when formalizing an employment contract

<http://www.tiemposmodernos.eu/contrato-de-trabajo/>

Video: Poor contracts

https://www.youtube.com/watch?v=NTj5qQZBwuQ&feature=emb_logo

1.7. PROFESSIONAL CLASSIFICATION

When a company have to classify the workers according to the functions that they are going to carry out, the collective agreements (or, failing that, the agreements between the companies and the workers' representatives) include a series of professional groups (technical, administrative, non-skilled...).

A professional group collects professional skills, qualifications and general content of the service. It could include different tasks, functions, professional specialties or responsibilities assigned to the worker.

By agreement between the worker and the employer, the worker will be assigned a professional group and the performance of all the functions corresponding to the assigned professional group or only some of them will be established as content of the employment contract.

The 2012 labour reform eliminated the reference to professional categories as a way of classifying workers professionally.

Classification should not be confused with professional qualification. Professional qualification is the preparation that a worker has, the set of knowledge, aptitudes, skills and abilities acquired through experience or training, that have value in employment. It is desirable that the professional classification, that is, the position held in the company, be in accordance with the professional qualification.

Video: Professional classification of the worker

<https://www.youtube.com/watch?v=Xn8ikN-AbxQ>

2. TYPES OF EMPLOYMENT CONTRACT

The labor reform, that is in force since March 31, 2022, has supposed important changes in the types of employment contracts in Spain.

These changes are included in Royal Decree - Law 32/2021, of December 28, about urgent measures for labor reform, the guarantee of employment stability and the transformation of the labor market.

We can distinguish four types of employment contracts in force:

- **Permanent employment contract.**
- **Permanent intermittent employment contract**
- **Temporary work contract.**
- **Temporary Training work contracts.**

There are numerous "subtypes" of employment contracts that fall within these four main modalities. In addition, different clauses and conditioning formulas can be added to these subtypes of employment contracts that will adapt the conditions of the contract to the needs of the company and the characteristics of the worker.

2.1. PERMANENT CONTRACT

This employment contracts are agreed without establishing time limits on the provision of services, in terms of the duration of the contract.

They can be formalized verbally or in writing, except for those covered by a public program to promote permanent contracts, thos for disabled workers, etc., or others that stipulate the obligation to formalize them in writing.

In any case, either party may require that the contract be formalized in writing even during the course of the employment relationship.

In some cases is possible to acquire the status of permanent workers, whatever the modality of their hiring:

- Workers who have not been registered with Social Security, once a period equal to that legally established for the trial period has elapsed. There is an exception: if the nature of the activities or services contracted indicates clearly a temporary duration. However, other responsibilities may be applicable by law.
- Workers with temporary contracts held in fraud of law.
- Workers who in a period of twenty-four months have been contracted for a period of more than eighteen months, with or without interruption, for the same job with the same company, through two or more temporary contracts. It is also possible through its provision by temporary employment agencies. Once the 18 months have passed, the company will communicate the worker's permanent status within a period of 10 days. The worker may also ask the Employmet Service to certify the temporary contracts made and thus prove his status as a permanent worker.

Permanent contracts assigned to construction site

Permanent work contracts assigned to construction are determined for services or tasks whose purpose is linked to construction. At the end of the work, the employer will have the obligation to make a proposal to the worker for his relocation, within a period of five days and in

writing. Previously, if it is considered necessary, he will have to carry out a training process whose cost will always be assumed by the company.

The circumstances that could cause the termination of the contract, in addition to dismissal, are:

- The worker rejects the relocation. He has a period of 7 days for it. If he does not answer, it is understood that he rejects the relocation.
- The qualification of the worker is not adequate for other works that the company has in the province.
- There is no need for company personnel in the province, and therefore there is no need for relocation.

2.2. PERMANENT INTERMITTENT EMPLOYMENT CONTRACT

The Permanent intermittent employment contract is determined because the work activity is carried out intermittently throughout the year. We can distinguish these cases:

- Seasonal jobs or jobs linked to seasonal activities: for example, a hotel business that only opens when the good weather arrives. If it is repeated on certain dates, this contract must be formalized.
- Intermittent jobs, not seasonal, but that have certain execution periods. For example, a company that sets up scenarios for events.
- To cover the need for labor linked to a contract or subcontract. The contract must refer to the ordinary activity of the company. For example, a security company hired by a supermarket can sign this type of contract with its workers.

This contract, provided that it is carried out for one of these reasons, could be carried out by temporary employment agencies (TEA, ETT in spanish).

It will be formalized in writing and must reflect the duration, working hours and time distribution, although it is possible to determine them in an estimated manner.

The reinstatement of the permanent-intermittent worker in the company will be carried out through the call (llamamiento) that the employer is obliged to make. It must be done in writing or through another means that allows its proof. At the beginning of the calendar year, the company will transfer to the workers' representation a calendar with the annual call forecasts.

These contracts are made full-time unless it is agreed by sectoral agreement to do so part-time.

Permanent-intermittent workers have the same rights as the company's permanent workers (conciliation, absences with the right to job reservation...), including severance pay.

Video: Permanent intermittent employment contract

https://www.youtube.com/watch?v=ieyEapiLq8g&feature=emb_logo

2.3. TEMPORARY WORK CONTRACT

The purpose of the temporary contract is to establish an employment relationship between the employer and the worker for a certain period of time. In order for the temporality to be justified, it is necessary to specify precisely in the contract:

- The cause of the temporary hiring.
- The specific circumstances that justify it.
- The connection with the expected duration.

The temporary employment contract may be held full-time or part-time. It will be formalized in writing, or it may be verbal when in the situation due to production circumstances its duration is less than four weeks and at full time.

Until March 2022, there were three types of temporary contracts: specific task or service, temporary due to production circumstances, and temporary replacement contract. With the approval of the labor reform, structural temporary contracts have undergone a series of changes, since the contract for an specific task or service has disappeared since March 31, 2022.

A) TEMPORARY CONTRACT FOR A SPECIFIC TASK OR SERVICE

It may be held to attend to two types of situations:

- Unpredictable
- Foreseeable

**** Eventual contract for occasional and unforeseeable production contingencies**

The eventual contract due to production contingencies must be based on an occasional and unpredictable (non-seasonal) increase in production circumstances that, even in the normal activity of the company, generates a temporary mismatch between the ordinary staff available and the one that is needed. For example, if you have a factory and suddenly a big order is requested it is necessary more personnel to be hired, it cannot be fulfilled.

It can be done verbally if its duration is less than 4 weeks (but not if it is part-time). It must clearly specify the cause or circumstance that justifies it and the expected duration.

In these cases, the duration may not exceed 6 months, extendable to 1 year by sector agreement. If the maximum duration has not been exhausted, it may be extended only once up to the maximum duration is exhausted.

At the end of the contract, you are entitled to compensation of 12 days of salary per year or the proportional part of the time worked.

This contract cannot be used for cases in which a permanent intermittent employment contract can be used. Thus, it cannot be used for activities that are repeated every year or for production increases in a contract, if that contract is part of the ordinary activity.

**** Eventual contract due to occasional and foreseeable production circumstances**

It can be carried out to cover an occasional, foreseeable situation that has a reduced and limited duration. For example, to respond to an increase in sales at Christmas or an increase in work in high season.

Companies may use this contract for a maximum of 90 days a year, and not continuously. The expected duration will be specified.

Regarding the form of the contract, it is the same as the previous case. It can also be done full or part time and has the same compensation upon completion.

In the last quarter of the year, the company will notify the workers' legal representation the annual forecast of this type of contract. It may not be used within the framework of contracts, subcontracts or administrative concessions that are the usual activity of the company.

B) TEMPORARY REPLACEMENT CONTRACT

Its object can be:

- Substitute workers with reservation of their job (temporary disability, maternity and paternity, leave of absence...). In these cases, the contract can be formalized up to 15 days before the person to be replaced is absent (in this way they can coincide so that the person being replaced can train the substitute).
- Completing the reduced hours of another worker.
- Temporarily cover a job during the selection or promotion process for definitive coverage (no more than three months or less if agreed by collective agreement).

The duration will coincide with the duration of the cause that supports it.

The employment contract must be made in writing. The replaced worker and the reason for substitution will be identified. Likewise, the job position that will be covered definitively after the selection process will be indicated.

The working day will be full time unless the person replaced has a part-time contract or a reduced working day.

This contract does not grant the right to compensation for its termination.

The duration of the trial period in temporary contracts is limited to a maximum of one month in those employment contracts whose duration does not exceed six months.

Video: Temporay contracts after Labour Reform 2022

<https://www.youtube.com/watch?v=9VDxeSLnFcI>

2.4. TRAINING CONTRACTS

Training contracts can be of two types: alternating training and professional practice.

A) Alternate training contract

The alternate training contract has come to replace the training and apprenticeship contract in the 2022 labor reform.

It consists of carrying out the training process with a paid work activity at the same time. Its scope of action is: professional training, university studies or the catalog of specialties in the National Employment System.

The main characteristics of the alternating training contract are:

- Purpose and form: provide the necessary qualification for the performance of a profession. It will be done in writing and includes the text of the individual training plan that indicates the training and tutoring activities to achieve its objectives.
- Duration of the contract: minimum of 3 months and maximum of 2 years. It can be done for annual periods coinciding with the studies, if this is foreseen in the plan. If it was formalized for less than the maximum time and the worker has not obtained the Diploma or Certificate, it can be extended until the Diploma or certificate is obtained (without exceeding two years). It has no trial period. If the person continues in the company after finishing the contract, a trial period cannot be established. It can be done full time or part time.
- Requirements: people who do not have professional qualifications to conclude a training contract to obtain professional practice. It can also be linked to professional or university training studies with people who have another degree, provided they have not had a previous training contract at the same training level and in the same productive sector.
- Effective working time: it cannot exceed 65% of the maximum working day the first year, and 85% the second. It will be compatible with the time dedicated to training.
- Theoretical training: the vocational education center will draw up, with the company's participation, individual training plans specifying the content of the training and its calendar and activities. The person hired will have a tutor designated by the vocational education center and another one by the company, who must have the appropriate training and experience.
- Compensation: this contract does not generate compensation at the end. In addition, there is an express prohibition to perform additional and overtime hours except for force majeure. You also cannot do night or shift work.

B) Contract for obtaining professional practice

The contract for obtaining professional practice is aimed at workers who are in possession of: a university degree, a professional master's degree, a certificate of the professional training system or a medium or higher degree diploma.

The main characteristics of the contract for professional practice are:

- Purpose and form: facilitate the professional practice of workers appropriate to their level of studies. It must be done in writing and will include the text of the individual training plan specifying the content of the internships or training and tutoring activities.
- Limitations: There is no age limit, but it must be arranged within three years (or 5 years if the worker has a disability) from the end of the studies. A worker cannot sign this contract with the same or another company for a time greater than the maximum duration for the same qualification
- Duration: not less than 6 months nor more than one year in the same or different company.
- Established work time: it can be both, full time and partial time.
- Trial period: may not exceed one month except as provided in the collective agreement.
- Overtime: cannot be performed (except force majeure). Additional hours are possible.
- Remuneration: it is contemplated in the agreement (no less than 60% of the salary of an equivalent worker). If this is not the case, the professional group and level of remuneration corresponding to the functions performed must be applied. In no case will it be less than the remuneration of the contract for alternating training or the national minimum wage based on the time worked.
- At the end of the contract you have the right to a certification of the content of the practices. They have unemployment protection and FOGASA in Social Security, in addition to the rest of the coverage.

This contract is different to "Practical work or work placement or hands on training (FCT). Practical work is a subject at the end of the vocational training course that you have to pass in order to have the certificate. It is not a labour relationship.

Video: Training contracts after the Labour Reform 2022

<https://www.youtube.com/watch?v=5qbBGnCPr6U>

2.5. PART-TIME CONTRACT

The employment contract will be understood to be part-time when the provision of services has been agreed for a number of hours per day, week, month or year less than the working day of a comparable full-time worker.

Part-time workers will have the same rights as full-time workers.

The contract can be permanent or temporary. The daily shift in part-time work may be carried out continuously or split. If it is divided, it will only be possible to make a single interruption in the daily shift, unless otherwise provided by collective agreement.

Overtime: They cannot be done except to prevent or repair claims and other extraordinary and urgent damages.

Additional hours: they represent an extension of the working day agreed in the contract. Two types are distinguished:

- Additional hours agreed:
 - o The agreement will be formalized in writing. It can be done when the working day is not less than 10 hours per week throughout the year. For example, if a worker's part-time contract establishes that he will perform 920 hours in a year during 46 weeks of effective work, he will perform an average of 20 hours per week. Therefore, as his working day is greater than 10 hours per week throughout the year, he can agree on additional hours.
 - o It is necessary for the worker to know the day and time of completion of these additional hours with a minimum notice of three days.
 - o The number of additional hours agreed may not exceed 30% of ordinary working hours (extendable to 60% by collective agreement).
 - o They will be paid as ordinary hours.
- Voluntary additional hours:
 - o They only appear in part-time work contracts that are permanent. Its acceptance is voluntary by the worker.
 - o There is no minimum notice. The limit is 15% of ordinary hours, extendable by collective agreement to 30%.
 - o They will be paid as ordinary hours.

Video: Part-time contract:

<https://www.rtve.es/alacarta/videos/aqui-hay-trabajo/ajt-parcial/4467519/>

2.6. RELIEF CONTRACT

This contract is signed with a worker (reliever), registered as unemployed in an Employment Office or who has a temporary contract in a company, to complete the working day of a worker of the company (relieved) who retires partially reducing his/her working time.

At the same time, the company will agree a part-time retirement contract with the worker who is partially retired, and will reduce his working day by between 25% and 50%. It could be reduced by 75% if the reliever is hired full-time in an open-ended contract.

It is formalized in writing, indicating the name, age and professional circumstances of the replaced worker. It can be done full or part time.

It can have a permanent duration or equal to the time that the replaced worker lacks to reach the retirement age.

The job can be the same as the replaced worker or a similar one. The reliever's schedule can complete that of the relieved, or both can work at the same time.

Video: Relief contract

<https://www.youtube.com/watch?v=r3Fkrg69QBA>

ECONOMICALLY DEPENDENT SELF-EMPLOYED

This is a consequence of the new economic and social realities. This is a new category of workers. This worker gives services mainly to one client (company), at least 75% of the workers' total income; therefore they are actually economically dependent on a client.

The economically dependent self-employed can neither employ nor subcontract services with other companies. They are not allowed to own "open to the public" premises or commercial establishments. They are not under the client's management and have their own materials and resources.

The national legislation tries to protect these workers in some way. The worker is entitled to receive severance pay for termination by means of the agreement contract. They are also entitled to holidays, no less than 18 days a year, rest days and bank holidays and, to stop working in case of an accident, illness, maternity or paternity, or unpredictable circumstances.

Types of labour contracts in USA

<https://factorialhr.com/blog/types-of-employment-contracts/>

Types of labour contracts in Australia

<https://contractcompany.com.au/blog/what-are-the-types-of-employment-contracts/>

3

PRIVATE RECRUITING AGENCIES AND TEMPORARY EMPLOYMENT AGENCIES (ETT) IN SPAIN

3.1 PRIVATE RECRUTING AGENCIES

These agencies can be both, **for-profit entities** and **non-profit entities** (they don't try to make money with their activity).

These offices are responsible for managing labour intermediation services, connecting job offers in collaboration with the Public Employment Services or acting independently but in coordination with the SEPE.

THESE AGENCIES PROVIDE

- Guidance and assistance within job searching
- Labour intermediation services for inclusion into employment within the public and private sector
- Basic and professional training services
- Participation in job training services
- Staff selection

Prior authorization from the State Public Employment Services (SEPE) is needed. They shall not be permitted to assign or subcontract to third parties unless the other party is another authorised recruiting agency. They must guarantee equality of access to employment and conduct financial individual audits.

3.2 TEMPORARY EMPLOYMENT AGENCIES (TEA) (ETT IN SPANISH)

A relatively quick way to find work is through a temporary employment agency.

The temp agency provides people with an opportunity to be hired by other companies (empresas usuarias).

Both companies agree on a contract which is called "contrato de puesta a disposición". This contract will have to be written on an official form.

The employee works for the company and they are paid by the TEA who also pays the contributions to the Social Security.

The labour relationship is between the TEA and the employee.

This worker will have the same wage as the workers of the company (including the proportion of annual bonuses, annual holidays...) according to their collective agreement.

**COMPANY
(EMPRESA USUARIA)**

- Has the authority **to manage and give orders to the worker.**
- Must inform the worker against hazards at work and take preventative measures related to risk management.

TEA

- Has to provide **health surveillance:** risk prevention training, medical check-ups and give the personal protective equipment to the worker.
- Applies disciplinary measures to the worker.

The types of contracts that can be used to hire a worker temporarily are the following:

- **to complete tasks or services**
- **due to production overload or backlog**
- **to replace employees entitled to return to their job or to fill vacancies during the selection process.**

TEA is not allowed to send workers to work in high risk situations (radiation, biological agents, carcinogenic agents or toxic poisons for reproduction).

TEA cannot send workers to substitute workers on strike or refer them to other temp agencies.

The probationary period is

- a maximum of 4 months for technicians with a qualification.
- 45 days for the rest of the workers.
- 15 days for unskilled workers.

Its termination entitles the employee to receive a compensation of 12 days' salary per year worked or, if it is under a year, the proportional part according to the time worked.

In Spain, TEA can also act as a private recruiting agency, and they can provide workers with training contracts (the temp agencies will be in charge of giving the theoretical training), give training and give advisory services for human resources.

The difference between a temporary employment agency (TEA), (ETT in Spanish) and a private recruiting agency is that there is a labour relationship between the worker and the TEA, and private recruiting agencies don't hire workers, they only have an intermediary role.

Video: Prevention Risks at work in TEA

<https://aulasdeempleoytrabajo.wordpress.com/2018/02/26/ett-01-ett-y-agencias-de-colocacion/>

AGREEMENT	Acuerdo
AIM	Objetivo, propósito
TO ARISE	Surgir
BACKLOG	Trabajos pendientes, acumularse
BINDING	Vinculante, obligatorio
TO CARRY OUT	Cumplir, llevar a cabo, realizar
CHARTER	Escríptura de constitución
COMMAND	Orden, mandado
CONSENTING	Consentimiento
CONTRACT OF EMPLOYMENT	Contrato de trabajo
CORPORATE ENTITY	Persona jurídica
DISABLE	Minusválido
TO DRAW UP	Elaborar
TO DRAW UP A CONTRACT	Hacer un contrato
E-WORK	Teletrabajo
EARLY RETIREMENT	Jubilación anticipada
EMPLOYMENT CONTRACT	Contrato de trabajo
ENTITLEMENT	Derecho, subsidio, subvención
FOR-PROFIT ENTITIES	Entidades con ánimo de lucro
FULFILLED	Cumplimentado
FULL-TIME	Jornada completa
FORCE MAJEUR	Fuerza mayor
TO HIRE	Contratar, alquilar, arrendar
TO IMPROVE	Mejorar
INCORPORATION DEED	Escríptura de constitución
INROAD	Incursión, avance
INSURANCE	Seguro, protección
TO INVOLVE	Conllevar, suponer, involucrar
TO LAID DOWN	Fijar
LIKEWISE	Igualmente, asimismo
TO LINK	Encadenar, enlazar
NATIONAL INSURANCE CONTRIBUTIONS	Cotizaciones a la Seguridad Social
NON-PROFIT ENTITIES	Entidades sin ánimo de lucro
NOTICE PERIOD	Preaviso
OVERLOAD	Sobrecarga
OVERTIME	Horas extraordinarias
PART-TIME CONTRACT	Contrato a tiempo parcial
PARTIES	Partes de un contrato
TO PERFORM	Cumplir, desempeñar
PROBATIONARY PERIOD	Período de prueba
TO PURSUE	Perseguir, buscar
TO RAISE	Aumentar, subir
RECRUITMENT	Contratación de personal
REGARDING TO	Atendiendo a, en relación a
REGARDLESS	Independientemente, sin tener en cuenta, a pesar de
REINSTATED	Reincorporados
RELIEF	Relevo
RELIEVED	Relevado
RELIEVER	Relevista
TO REPORT	Declarar, informar
REQUIREMENT	Requisito
RETIREMENT	Jubilación
SEASONAL WORK	Trabajo estacional
SENIORITY	Antigüedad en la empresa
SEVERANCE PAYMENT	Indemnización por despido
SKILLED	Habilidoso, cualificado
STAFF	Personal de la empresa
SURVEILLANCE	Vigilancia
STATEMENT	Declaración, extracto, estado
STRIKE	Huelga
SUBJECT	Objeto
TEMPORARY TRAINING CONTRACTS	Contratos temporales formativos
TERMS OF THE CONTRACT	Términos del contrato, cláusulas
UNFAIR DISMISSAL	Despido improcedente
WORK CONTRACT	Contrato de trabajo
WORK EXPERIENCE CONTRACT	Contrato en prácticas
WORKING DAY	Jornada laboral