

**Unit Title:** Introduction To Employment And Wages  
**Unit Level:** Entry 3  
**Unit Credit Value:** 1  
**GLH:** 10  
**LASER Unit Code:** WJH130  
**Ofqual Unit Code:** L/650/1127

This unit has 3 learning outcomes.

LEARNING OUTCOMES		ASSESSMENT CRITERIA	
The learner will:		The learner can:	
1.	Know the importance of an employment contract.	1.1	State who an employment contract is between.
		1.2	State why it is important to sign an employment contract.
2.	Know where to find key information on a payslip.	2.1	Identify on a given payslip: <ul style="list-style-type: none"> <li>• Employee Number</li> <li>• National Insurance Number</li> <li>• Tax Code</li> <li>• Gross Pay</li> <li>• Net Pay.</li> </ul>
		2.2	Identify the item on the payslip that indicates the amount of “take-home” pay.
3.	Know about the national minimum wage and the national living wage.	3.1	State the national minimum wage for: <ul style="list-style-type: none"> <li>• workers aged 21-22</li> <li>• workers aged 18-20</li> <li>• workers under 18</li> <li>• apprentices.</li> </ul>
		3.2	State the national living wage for workers aged 23 and over.

**Assessment Guidance:**

NA

**Additional Information:**

NA