



Important Information for Employers and Employees

For more information on
Employment Rights
contact NERA on:
Lo-call: 1890 80 80 90
Email: info@employmentrights.ie
www.employmentrights.ie



NERA
National Employment Rights Authority

Every employee has the right to:

- **a written statement of terms and conditions of employment.** Whilst the full contract does not have to be in writing, certain terms and conditions of employment must be stated in writing within two months of starting employment. These would typically include the method of calculating pay and whether or not there is a sick pay scheme in operation. (For fixed term employees it would also include in what circumstances their employment will come to an end.)
- **receive a written statement of pay or 'payslip'.** The payslip should set out gross pay and list all deductions made from it.
- **a minimum wage.** Most experienced adult workers in Ireland are entitled to be paid €8.65 per hour. There are however, some exceptions to the minimum wage, including those employed by close relatives, those aged under 18 and trainees or apprentices.

There are also certain industries in Ireland where a higher minimum wage applies, including the construction industry. Further information on these industries is available from NERA's information services.

- **a maximum working week average of 48 hours a week.** The maximum 48 hour week is based on an average calculated over a four, six, or twelve-month period depending on the industry. Employers must keep a record of how many hours an employee works.
- **unpaid breaks during working hours.** Workers have the right to a 15-minute break if working four and a half hours of work and a 30-minute break if working six hours of work.
- **annual leave from work.** Full-time workers have the right to four working weeks paid annual leave per year. Part-time workers have the right to a proportional amount of annual leave based on the amount of time they work.
- **receive a minimum amount of notice before dismissal.** Workers are entitled to a minimum amount of notice if their employment ceases. The minimum amount of notice depends on the length of service.

This list is not exhaustive and is not a legal interpretation.

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