**Pathway CTM - Kickstart Employer Registration Form**

**Information Required:**

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| **Company Name** |  |
| **Company Address** |  |
| **Company No or Registered Charity No** |  |
| **Key Contact Details for Kickstart** | **Name:** |
| **Email:** |
| **Mobile No:** |
| **No of Placements being Offered** |  |
| **Number of current staff on PAYE** |  |

**If known at this point, can you tell us:**

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| **Headline details of proposed Job Placements** *E.g. Onsite or Office support areas* |  |
| **Locations** |  |
| **Estimated Start Dates** *i.e. mm/yy or ASAP* |  |
| **Please Note – As part of this registration you are confirming the following:**  **That the placements are eligible within Scheme rules i.e. the job placements created with Kickstart funding**   * would not have been created without Kickstart funding * do not replace existing or planned vacancies * do not cause existing employees or contractors to lose or reduce their employment   **The placements you are offering:**   * are for a minimum of 25 hours per week for a 6-month period * will be paid at least the National Minimum Wage for their age group * will not require people to undertake extensive training before they begin the job placement | |

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| **When the application is approved, we will:**   * **Need full details of job placement/location/ if public transport is available etc.** * **Pathway CTM will look after the following employability support:** * support with CV and interview preparation * support with links into organisations and follow on Programmes/Training * support to look for full time work post placement * **To know of any additional training that you can provide, such as** * training to develop their skills, such as teamwork, organisation and communications as part of the role * **Put in place a Service Level Agreement between Pathway CTM (Gateway) and your company (Employer)** * **Facilitate the payment process to you and monitor placements.** |

*Please return this form to* [*kickstart@pathwayctm.com*](mailto:kickstart@pathwayctm.com)*.*