

UK EMPLOYMENT OPPORTUNITIES FAQS



1

VISA REQUIREMENTS

2

FAMILY CONSIDERATIONS

3

MISCELLANEOUS

4

A MESSAGE FROM OUR TEAM

1

VISA REQUIREMENTS



WHAT DOCUMENTS ARE NEEDED FOR THE SKILLED WORKER VISA?

All documents must be translated into English.

- Copy of your current valid Passport *
- Copy of your ID Card
- Copy of your Academic Transcripts
- Copy of your most recent Police Clearance
- Contact details for two or three of your references within the last 3 years

* We encourage to check your passport, it MUST:

- Be in date
- Be valid for at least 6 months **after the date** you arrive in the UK
- Not omit any dates (e.g., not have XX where your birth date should be)
- Have your name spelt correctly.

Please apply for a new passport as soon as possible if it does not meet these requirements.

** If there is a difference in the spelling of your name on your passport and degree certificate/transcript, you need a letter from your university stating that the documents and university records are related to the same person who holds passport number XXX and whose name is spelt XXX on the passport.

WHAT SHOULD YOU INCLUDE IN YOUR REFERENCES?

If you have professional experience, your references should come from your supervisor/manager. If you are a fresh graduate, your references should come from your university.

The reference cannot be related to you. Please ensure that the following information is included in your reference letter:

- Name of Employer
- Their job title
- Their position
- Your relationship to them
- Their address / Country of Residence
- Their email address (professional, not personal)
- Their phone number
- Statement about your professional/academic work
- Statement about your character
- Statement that they support your application for employment in the UK

WHAT ARE THE ENGLISH EXAMS NEEDED FOR THE VISA?

You will need to demonstrate that you have 'functional English'. There are a few ways you can do this:

- Complete an IELTS UKVI exam with a score of 4.0 in each test component. This test can be either general or academic.
- Complete a Pearson PTE Academic UKVI exam with a score of 43.
- If you have a University degree or it's equivalent and can obtain proof that all of your courses were in English, then you will receive an assessment through ECCTIS. TBB will support you with this but you'll need to provide your degree certificate, degree transcript, and letter from your university confirming all of your instruction was in English.

Please note: UKVI Tests are the same as regular tests but the report is different and must be present for your visa.

IELTS UKVI:

The test can be completed as a paper or computer based. Results for computer based tests are available in 5-7 days. Results for paper based tests are available 13 days after your test date.

Pearson PTE UKVI:

The test is taken on a computer in a test centre. It tests your skills in speaking, listening, reading and writing. The results will typically be available online within 2 working days of your test date.

ECCTIS Verification:

This can be completed in 2 weeks or 2 days as an urgent service. It is up to the employer to decide which service they would like to pay for.

WHAT IS A BIOMETRIC RESIDENCE PERMIT?

A Biometric Residence Permit (BRP) is a card you receive once you arrive in the UK. Most times, you will need to pick it up from your local post office after arriving. The address of the post office will be provided in the letter you receive along with your passport once your visa is approved.

Your BRP is used to confirm your identity and immigration status in the UK. It includes biographical information, your photo, and the start/expiry date of your visa. It also states your National Insurance number on the back, which you will need to provide to your employer. Once you receive your BRP, it is important that you check that all details are correct and make a copy.

You will need to carry your BRP with you when you leave and re-enter the country as immigration officials may ask to see it. **Please be careful not to lose the card, as applying for a new one can take some time.**



WHEN CAN I APPLY FOR CITIZENSHIP?

The pathway to citizenship is a 6 year journey:



QUALIFYING FOR INDEFINITE LEAVE TO REMAIN

In order to qualify for ILR (Indefinite Leave to Remain) after working in the UK under a Skilled Worker Visa, you will need to demonstrate the following:

- You have lived and worked in the UK for 5 years continuously
- You have spent no more than 180 days outside of the UK in any 12 month period
- You have passed the 'Life in the UK' test
- You have not been convicted of an offense or crime

Please note: These requirements will apply to accompanying partners, who will also need to meet the English language requirement to qualify for ILR, as well as any dependent children who are age 18 plus at the time of submitting the application.

WHAT HAPPENS IF I RESIGN, RECEIVE ANOTHER JOB OFFER OR AM TERMINATED FROM MY EMPLOYMENT?

Should you accept a job offer in the UK and eventually choose to resign or accept another offer, please be advised that there may be implications on your legal status. In order to continue to live and work in the UK, you will need to secure another job offer from an employer who is willing to sponsor you as a Skilled Worker. Once you do, your sponsorship will transfer from your original employer to your new employer.

After five years, you you will be able to apply for Indefinite Leave to Remain and will no longer require sponsorship from an employer to maintain your status.

If you are thinking about resigning, accepting another role, or are facing possible termination please let TBB know as soon as possible so we can advise accordingly. Please also make sure to review your contract carefully to ensure there are no costs associated with leaving a role earlier than expected.

You can also seek advice at your local Citizen's Advice centre who will be be able to discuss options and next steps.

SHOULD I BE DOUBLE VACCINATED BEFORE TRAVELING?

We strongly recommend that you receive your first and second dose of the COVID 19 vaccination before traveling. Being double vaccinated will not only protect you and others but as the covid travel regulations are always changing, it will give you a greater advantage. eg, shorter or no isolation periods for travellers.

If you've had the vaccine and would like to continue to receive booster doses, you will be able to access them free of charge once you arrive.

2

FAMILY CONSIDERATIONS



CAN MY SPOUSE & CHILDREN RELOCATE WITH ME?

UK immigration allows:

- Spouse or Civil Partner (Marriage/ Civil Partnership that is recognised in the UK)
- Your partner (only if you can prove you've lived together for at least 2 years)
- Children under 18 (Children over 18 cannot come to the UK as a child on a dependant visa but may be able to come on other routes, like a study visa)

In most cases, you may be responsible for covering the costs of their visas and travel unless your employer has stated otherwise.

These costs could include:

- Visa application fee of £479 per dependent if your job is on the Shortage of Occupations List or £625 per dependent if it is not
- Visa appointment fees (if applicable)
- Flights to the UK
- The costs of securing accommodation that is suitable for their needs

WHAT DOCUMENTS ARE NEEDED FOR MY SPOUSE & CHILDREN TO RELOCATE?

Your family will need to apply for their visas online (similarly to how you will with yours), each person will need a separate application. Once the visa is granted they will need to arrive in the UK within **90 days** and pick up their BRPs.

Below is the link (and guide) for your spouse and children to apply. TBB can also provide you with a guide to applying.

www.gov.uk/health-care-worker-visa/your-partner-and-children

The following documents are needed and must be translated into English:

- Copy of passport for spouse & children
- Copy of police clearance for your spouse
- Copy of spouse & children's ID cards
- Copy of marriage Contract & Certificate
- Copy of birth certificates for your spouse & children

WILL MY CHILDREN HAVE ACCESS TO FREE EDUCATION?

The UK education system is divided into four parts: primary education, secondary education, further education and higher education. Legally, children must attend primary and secondary education. Children start primary education at about 5 years old and finish secondary education around 16 years old.

Primary and Secondary education is FREE for all children unless you choose to enrol them in a private school. School does not start until a child is at least 4 years old.

Childcare is not free, you need to pay for this privately.

The government does provide some free hours of childcare once the child turns 3. For those on a Skilled Worker Visa, you may be entitled to 15 hours of free childcare per month.

For more information: www.internationalstudent.com/study_uk/education_system/

WILL MY CHILDREN HAVE ACCESS TO FREE EDUCATION?

The children of Skilled Worker Visa holders are eligible to apply attend university in the UK. However, as they do not have permanent residence or 'settled' status, they will not be able to apply for student loans and may be charged international student fees.

If you have a child who is close to university age and is interested in attending university in the UK, we recommend doing your research first and contacting the UK Council for International Student Affairs who will be able to advise you of the options. They have an advice phone line +4420 7788 9214 which is open from Monday to Friday at 1pm to 4pm.

WILL MY FAMILY HAVE ACCESS TO FREE HEALTHCARE?

Healthcare is FREE for people who live and work in the UK under a Skilled Worker Visa.

You can access the NHS (National Health Services) services if you have an NHS number. You will receive your NHS number in the mail once you register with a local GP (General Practitioner). However, you do not need to know this number when booking appointments with your GP. Your dependents will have the same access to healthcare as you.

Children under the age of 18 are also entitled to free dental care through the NHS.

More info here: www.britbound.com/the-inbounder/everything-you-need-to-know-about-the-national-health-service-nhs

CAN MY PARENTS JOIN ME AFTER I ARRIVE?

It is not possible for your parents to move with you when you arrive in the UK. You may apply for your parents to join you after you are granted Indefinite Leave to Remain (ILR) which will take 5 years.

Your parents may be able to visit the UK on a Visitor Visa but they will need to show incentive to return to their country of residence. This could include employment, property ties etc. so the UK government is convinced that they will not overstay their visa or seek asylum.

Being granted a Visitor Visa is not guaranteed.

Once you've obtained Indefinite Leave to Remain or UK citizenship you can apply for the 'Adult Dependent Visitor Visa' but there are specific eligibility requirements that need to be met and visa approval is not guaranteed.

More information on family visas can be found here: <https://www.gov.uk/uk-family-visa>

3

MISCELLANEOUS



WHAT ACCOMMODATION WILL MY EMPLOYER PROVIDE?

You need to check your employment contract / offer letter to see what accommodation will be provided by your employer.

Usually the employer will provide accommodation for a minimum of 1 and maximum of 3 months. After this time it is your responsibility to find permanent accommodation.

Cost of renting in the UK varies depending on type of accommodation and location, check your 'Cost of Living Guide' for more information. It is very important that you save as much money as possible towards a deposit for your permanent accommodation while you stay in the place your employer provides for you.

The deposit required is usually at least the cost of 1-1.5 months rent. This can be between £500-£1500 depending on where you live and the requirements of the landlord.

WHAT IS THE DIFFERENCE BETWEEN GROSS & NET PAY?

Everyone in the UK has to pay monthly deductions on their salary. This happens before your money appears in your bank account. The amount is deducted from your **GROSS** pay (salary before deductions) to leave you with your **NET** pay (your salary after deductions.)

Your NET PAY is the amount you will receive every month in your bank account to live on.

For more info on Gross & Net Pay and monthly deductions, refer to the 'Cost of Living Guide' provided by TBB.

You can also look at the websites below for a general idea.

www.thesalarycalculator.co.uk/salary.php

<https://costoflivingsupport.campaign.gov.uk/>

WHAT ARE THE UK HOLIDAY ENTITLEMENTS?

Holiday Pay

Everyone in the UK is entitled to paid holiday each year, the minimum you would receive is 20 days. Your employer will inform you of your specific entitlements. Make sure you check the information on your contract/offer letter and feel free to ask if you have any questions.

Average Number of Working Hours Per Week

The average number of working hours in the UK is 37.5 to 40 hours per week. Your employer will inform you of your contracted hours. Make sure you check the information on your contract/offer letter. If you work more than your contracted hours, it is considered as overtime. You can speak with your employer about the possibility of overtime and the rate you'll be paid.

WHAT ARE THE UK MATERNITY & PATERNITY LEAVE ENTITLEMENTS?

Statutory Maternity Leave

Eligible employees can take up to 52 weeks' maternity leave. The first 26 weeks is known as 'Ordinary Maternity Leave', the last 26 weeks as 'Additional Maternity Leave'.

The earliest that leave can be taken is 11 weeks before the expected week of childbirth, unless the baby is born early.

At least 15 weeks before the week when your baby's due, tell your employer:

- that you're pregnant
- when your baby's due
- that you want to take maternity leave
- when you want your maternity leave to start and end (you can change these dates later)

Paternity Leave

If you're a baby's father or the mother's partner you're entitled to 1 or 2 weeks of paternity leave when you and your partner have a baby. You have to take paternity leave in a block of 1 or 2 weeks.

To qualify for paternity leave, you need to:

- have had the same employer for at least 26 weeks by the end of the 15th week before the due date, or by the time you're matched with a child for adoption
- be the biological father of the child, or be the partner of the baby's mother - you don't have to be married
- be responsible for the child's upbringing and wish to take time off to care for the child or support the mother
- have given your employer the correct notice to take paternity leave

For more information: www.citizensadvice.org.uk/work/rights-at-work

WHAT ARE SICK PAY ENTITLEMENTS IN THE UK?

If you work (and aren't self-employed), you're legally entitled to get Statutory Sick Pay (SSP) as long as you:

- have started work with your employer
- are sick for 4 full days or more in a row (including non-working days)
- earn on average at least £123 per week (before tax)
- are not in one of the ineligible categories
- follow your employer's rules for getting sick pay

For more information: www.citizensadvice.org.uk/work/rights-at-work

IF I DON'T LIKE MY EMPLOYMENT LOCATION, CAN I CHANGE IT?

If you are unhappy with the employment location, you could speak with your employer **before** you accept the job offer. However as employers are offering opportunities in locations where there are job vacancies, it is not guaranteed that they will be able to change the location. You should take job location into consideration when accepting the job offer.

Once you're in the UK, TBB will not support you in changing locations if you are dissatisfied. If you are unhappy with your location, you will need to speak with your employer or seek other employment.

CAN I GET MEDICATION FOR AN EXISTING CONDITON WHEN IN THE UK?

In the UK most medications for pre-existing conditions can only be accessed via prescription.

Prescriptions are authorized by doctors and with it you can have access to the medication you need when you present it at a pharmacy. You cannot buy most medications over the counter. If you are taking medication for a pre-existing condition, we recommend you bring extra with you to cover the period of time between when you arrive in the UK and when you are registered with a local doctor.

CAN I PAY WITH CASH IN THE UK?

In the UK, you can pay with cash, card, or contactless payment through your phone for example. However, the UK is increasingly becoming a 'cashless' society and some places may not accept cash any longer. It's also not advised that you carry large amounts of cash around with you, to avoid it being lost or stolen.

Bringing Cash Into the UK

You must declare cash of £10,000 or more to UK customs if you're carrying it with you when you arrive in the UK. You can make the declaration at the airport once you arrive or by completing an online form prior to departing.

Please visit the link below for further information.

<https://www.gov.uk/bringing-cash-into-uk>

4

A MESSAGE FROM OUR TEAM





Life is different in the UK and we appreciate that you don't have the support of your network. In the short term, sacrifices need to be made and you might need to adjust your expectations. In this long term, this is a durable solution.

We try to give you information needed to make an informed decision about life in the UK and have connected you with people and organisations who can provide support.



You must understand that every group coming to the UK through TBB are involved with different employers and service providers. TBB is a connector and we do what your employer asks in order to get you to the UK.

From now on, your lawyers are the best placed to support your immigration applications. In the meantime, please do not compare processes. We can guarantee they won't be the same.



In terms of payment, it is not always easy for your employer to transfer money to you to pay for things like English language tests prior to your arrival in the UK. Hence, sometimes some employers will ask you to pay for things and will reimburse you once you reach the UK. In order to get reimbursed, you need to **keep your receipts with you**.



TBB is helping move hundreds of deserving candidates and we're a small team in the UK so please be patient and trust the process. Your employers have invested thousands of pounds to employ you and are very excited to have you join them. We ask you to be patient, cooperate, and everything will work out.



If there are any specific or individual issues, please raise them and we will do our best to support.



*Thank
you!*