

Temping – FAQ's



Frequently Asked Questions

There are a number of questions we get asked by our temps on a regular basis. This guide should help you consider whether you want to temp in travel.

How long do temping assignments last?

The beauty of temporary work is its flexibility. C&M Travel Recruitment have a range of assignments ranging from one day to one year and more, with any length of time in between. This means you can take leave at any time with adequate notice. Some temporary roles will allow you to take off in the middle of a long term assignment with a guaranteed job when you return, some may not, ask your consultant for leave when you are planning time off.

What are the benefits of temping with C&M?

- ✓ We have the largest travel temps desk in the UK with the largest number of active working temps within Business & Leisure Travel.
- ✓ A wide choice of assignments with all the major travel companies throughout the UK.
- ✓ C&M Temps receive the best pay rates and have the option of different pay structures available.
- ✓ Our consultants care and will look after you throughout your temping life as they understand your needs.
- ✓ We have temps parties held twice each year and regular chocolate drops, newsletters and incentives throughout the year as well as travel discounts with Touchdown (subject to availability) www.touchdown.co.uk
- ✓ Unique online timesheets/ SMS confirmations.
- ✓ FREE online CRS Training in case you need to freshen up your skills.
- ✓ Many of our clients understand that temps like flexible assignments and may assist you to go travelling, whilst at the same time they may also offer loyalty bonuses for long-term commitment.
- ✓ If you refer a friend or colleague working in Travel to us, you will receive up to £100 worth of Vouchers * (see website for terms & conditions).



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- ✓ C&M run a Temp of Month/Year recognition award and bonus based on feedback we get from our clients.
- ✓ Option to go on a limited company, therefore having tax benefits.
- ✓ All of our Consultants are REC accredited

How do I get paid?

Timesheets will be paid directly into your bank account so you will need to ensure that you have a UK bank account. You get paid for every hour you work (you do not get paid for any breaks including lunch). Timesheets must reach the C&M payroll department by Monday at 10am to prevent any unnecessary delays in payment. Any overtime payments are at the discretion of your manager. If you are expecting to work additional hours you must inform C&M in advance to confirm any overtime pay arrangements, otherwise a basic rate will be paid. There are more details regarding how to complete your timesheet in the timesheet manual.

Do C&M cover all areas in the UK?

Yes - when you register with C&M Recruitment your CV will be available to all C&M branches and Consultants in London, Gatwick and Manchester. Our consultants concentrate on permanent, contract and temporary work in various roles.

What type of roles do C&M recruit for?

We cover all areas of the travel industry. This includes Retail travel, Business travel, Reservations, Airlines, Conferences, Events, Call Centres, Rail, Ticketing, Reservations, Accounts, Tour Operations, Administration, Tailor made Inbound, Refunds, PA, Secretarial, Telesales, Marketing, Groups, Promotions and many more.

Who do I speak to if I have a question?

Should you have any problems or concerns of whatever nature during your assignment, please contact the C&M Temps Team for assistance. The Temps dedicated telephone number is **020 7397 1299** or you can email us on **temps@candm.co.uk**