

# An Employer's Guide To A Great Temp Experience

## Welcome

Make sure your temporary worker is expected, greeted warmly and has the resources they need to do their job. It can feel really isolating to be "the temp" when no-one knows your name or what you are there to accomplish.

## Reference

At the end of the assignment your temporary worker will probably seek new employment so one thing they'll really appreciate is a sincere reference or online endorsement about their work and professionalism.

## Feedback

Providing feedback to your temp is very important but constructive feedback works both ways. Listening to feedback on their work experience creates an opportunity to look at things from a different perspective, possibly highlighting areas for improvement in your business.

## AWR



If the placement extends beyond 12 weeks the temporary worker is legally entitled to agency worker's rights and pension auto enrolment - Thorpe Molloy Recruitment will manage the administration of those for you.

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## Induction

Provide a proper induction including relevant health and safety information. Show your temporary worker around your facilities and explain how their work contributes to the bigger picture.



## Skills Assessment

Temporary workers are a flexible way for employers to access talent. What may start off as a temporary assignment can lead to permanent employment if the employer recognises that their skills are needed on a continual basis.

## Buddy

Being paired with a buddy can make all the difference to the time it takes to settle in.

## ✓ Objectives

Be clear about the tasks to be undertaken. If your temp does not know what is expected of them, in a specific timeframe, how on earth can they succeed?



## Inclusion

Whether it is the all employee meeting or a work related social event, help make your temporary worker feel part of the team by ensuring they are invited along.



## Learning

There is an opportunity to learn from your temporary worker because they often bring a wealth of experience from diverse backgrounds. This is especially true where a temp has been hired because their skill set does not currently exist in the business.



## Pay

Introduce your temporary worker to the manager responsible for signing their timesheets. Many temporary workers are paid on a weekly basis and with strict submission deadlines it can become a big issue if they don't know how to contact this person.