Redundancy Factsheet for employees

Redundancies are challenging for everyone. There is help to find a new job, manage finances, and understand benefits available. Getting the right information when you are made redundant is essential and there are an extensive range of services that Jobcentre Plus and its partners offer to help you back into work quickly.

How can I get help to find another job?

Your local Jobcentre can help you:
- get the best job matches
- find training options available
- get financial help which may be available for travel, childcare costs, tools or equipment
- organise work trials, for you to show an employer that you are the right person for them. Eligibility conditions apply
- join a work club
- provide advice on extra help available if you are disabled, such as Access to Work. For more information, go to www.gov.uk

Go online at www.gov.uk/jobsearch
The Universal Jobmatch service advertises 1,000s of vacancies. It provides help to create and upload a CV which will be automatically matched with suitable jobs and sent to the employer

Online access is available 24/7 at www.gov.uk/jobsearch

Twitter feed @khubdwp gives you information about national employment opportunities and career information. Many Jobcentres have their own Twitter feeds with local information. Ask at your Jobcentre.

Some popular websites

There are many websites that advertise jobs and offer employment information. Some are:

www.totaljobs.com
www.monster.co.uk
www.indeed.co.uk
www.jobsite.co.uk
www.jobs.co.uk
www.redgoldfish.co.uk
www.fish4.co.uk
www.graduate-jobs.com
www.prospects.ac.uk
www.gowales.co.uk
www.education.gov.uk/get-into-teaching

If you have manufacturing, engineering or scientific skills, you could register with the ‘Talent Retention Solution’ at www.talentretention.biz

You can also register with recruitment agencies specialising in your field of work. The Recruitment Employment Confederation website www.rec.uk.com allows you to locate agencies in your area.

Apprenticeships – find out what’s on offer at:
England www.apprenticeships.org.uk
Scotland www.myworldofwork.co.uk
Wales www.careerswales.com

Self Employment – For more advice talk to your local jobcentre, or go to: www.gov.uk/browse/business or England www.nationalenterprisenetwork.org
Scotland www.bgateway.com
Wales www.business.wales.gov.uk

Other places to look for jobs

Company websites – many employers now advertise vacancies and ask you to apply online

Daily Jobseeker - dailyjobseeker.tumblr.com
Local and national newspapers and trade journals – find out what day your local newspaper advertises jobs
Word of mouth – ask family and friends
Approaching employers – many jobs are never advertised
Social Media – many employers advertise jobs on social media sites such as Facebook and Twitter
Jobsfairs – your local Jobcentre or newspapers may advertise jobsfairs taking place in your area.
How can I improve my skills?
Your local Jobcentre can help you identify your skills, experience, career aspirations and potential training needs. They could also help arrange vocational training.

Other help includes careers and training information online at:

- England/Wales: [www.learndirect.co.uk](http://www.learndirect.co.uk)
- Scotland: [www.skillsdevelopmentscotland.co.uk](http://www.skillsdevelopmentscotland.co.uk)
- Wales: [www.careerswales.com](http://www.careerswales.com)

For information to help you plan your career, build a CV and find a job, go to
- www.nationalcareersservice.direct.gov.uk
- in Scotland, [www.myworldofwork.co.uk](http://www.myworldofwork.co.uk)

Remember, your CV is important as it is often your first opportunity to make an impression on an employer.

You may consider voluntary work to help you get new skills. Find out what’s on offer at:
- England: [www.volunteering.org.uk](http://www.volunteering.org.uk)
- Scotland: [www.vds.org.uk](http://www.vds.org.uk)
- Wales: [www.wcva.org.uk](http://www.wcva.org.uk)

How do I claim benefit?
The initial process is to claim online. If you wish to claim any other benefit, phone 0800 055 6688 (textphone 0800 012 1888).

Universal Credit is the new benefit which is replacing Jobseeker’s Allowance. It is being introduced in stages, depending on where you live. You will need to go online at [www.gov.uk/universal-credit](http://www.gov.uk/universal-credit) to make a claim for Universal Credit.

If you don’t have access to the internet, you could ask your family or someone you know if you can use their internet access to make your claim. You can also get access to the internet in your local Jobcentre. If you are not eligible for UC you will be signposted to the relevant benefit application process

Can I find out about pensions?
If you’re 60 or approaching 60, you may need advice about pensions or retirement.

For government advice, go to
- [www.gov.uk/browse/working/state-pension](http://www.gov.uk/browse/working/state-pension)
or phone 0345 606 0265

For independent advice on pensions:
- [www.pensionadvisoryservice.org.uk](http://www.pensionadvisoryservice.org.uk)
or phone 0345 601 2923

For information about how pensions may be affected by insolvency:
- [www.pensionprotectionfund.org.uk](http://www.pensionprotectionfund.org.uk)
or phone 0345 600 2542

Pension Wise If you are aged 50 or over and have a defined contribution pension you can have a free, impartial guidance appointment. Call 0800 138 3944 to book an appointment or go to [pensionwise.gov.uk](http://pensionwise.gov.uk)

What do I claim redundancy pay?
You have certain rights when you’re made redundant. These include getting redundancy pay, a paid notice period and any money your employer owes you (eg unpaid wages). Normally, your employer would pay you these. However, because your employer has gone insolvent you can apply to the Insolvency Service (a Government agency) for them instead

Claim for redundancy and monies owed - GOV.UK [www.acas.org.uk](http://www.acas.org.uk)

Financial advice:
- [www.moneyadviseservice.org.uk](http://www.moneyadviseservice.org.uk)
- [www.thedebtadvicenetwork.org](http://www.thedebtadvicenetwork.org)
- [www.nationaldebtline.co.uk](http://www.nationaldebtline.co.uk)
- [www.citizensadvice.org.uk](http://www.citizensadvice.org.uk)
- [www.hmrc.gov.uk](http://www.hmrc.gov.uk)
- [www.linkedin.com](http://www.linkedin.com)
- Coping with redundancy:
  - [www.samaritans.org](http://www.samaritans.org)
  - [www.relate.org.uk](http://www.relate.org.uk)
  - [www.stepsforstress.org](http://www.stepsforstress.org) (Scotland only)

What if I don’t have internet Access
Many jobcentres have internet access you can use. Or you can use the library or UK online centre. To find out your nearest centre call 0800 771234

Redundancy in Scotland
PACE is the Scottish Government’s partnership framework, helping people dealing with redundancy. Phone the Scottish redundancy helpline on 0800 917 8000 or visit [www.skillsdevelopmentscotland.co.uk](http://www.skillsdevelopmentscotland.co.uk)

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Information contained is correct at the time of publishing. Calls to the 0800 listed numbers are free from BT landlines and most mobiles. You may have to pay if you use another phone company. You can use the 0845 code to call any of our 0345 numbers. Check with your phone company which code is cheaper for you