

**NATIONAL
CAREERS
WEEK**

EMPLOYEE

**A PERSON WHO WORKS
FOR ANOTHER PERSON
OR FOR A COMPANY FOR
WAGES OR A SALARY.**

**NATIONAL
CAREERS
WEEK**

EMPLOYER

**A PERSON OR COMPANY
THAT HAS PEOPLE WHO DO
WORK FOR WAGES OR A
SALARY : A PERSON OR
COMPANY THAT HAS
EMPLOYEES.**

**NATIONAL
CAREERS
WEEK**



APPRENTICESHIP

AN OFFICIAL AGREEMENT
BETWEEN AN EMPLOYER
AND AN APPRENTICE
WHICH SETS OUT THE
TERMS AGREED BETWEEN
THE 2 PARTIES.

**NATIONAL
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WEEK**



APPRENTICE

BEING AN APPRENTICE MEANS
THAT YOU HAVE A JOB THAT
INCLUDES GAINING RECOGNISED
QUALIFICATIONS AND ESSENTIAL
SKILLS WHILST YOU ARE WORKING
AND EARNING A WAGE.

**NATIONAL
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WEEK**



TRAINEE

**A PERSON WHO IS
BEING TRAINED
FOR A JOB.**

**NATIONAL
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INTERN

**A STUDENT OR RECENT
GRADUATE WHO WORKS
FOR A PERIOD OF TIME
AT A JOB IN ORDER TO
GET EXPERIENCE.**

**NATIONAL
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WEEK**



FULL-TIME JOB



**WORKING THE FULL
NUMBER OF HOURS
CONSIDERED NORMAL OR
STANDARD. NORMALLY 35
OR MORE PER WEEK.**

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PART-TIME JOB



**WORKING OR
INVOLVING FEWER
HOURS THAN IS
CONSIDERED NORMAL
OR STANDARD.**

SHIFTWORK

A TYPE OF WORK SCHEDULE IN WHICH GROUPS OF WORKERS ROTATE THROUGH SET PERIODS THROUGHOUT THE DAY. E.G. SHIFTS IN THIS WORKPLACE ARE 6AM – 2PM, 2PM – 10PM OR 10PM – 6AM.

OVERTIME

TIME SPENT WORKING AT YOUR JOB THAT IS IN ADDITION TO YOUR NORMAL WORKING HOURS.



FLEXITIME

**A SYSTEM IN WHICH EMPLOYEES
ARE REQUIRED TO WORK A
CERTAIN NUMBER OF HOURS BUT
ARE ALLOWED TO CHOOSE
THEIR OWN TIMES FOR STARTING
AND FINISHING WORK.**



OCCUPATION

**THE WORK THAT A
PERSON DOES : A
PERSON'S JOB OR
PROFESSION.**

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PROFESSION

**A TYPE OF JOB THAT
REQUIRES
SPECIAL EDUCATION,
TRAINING, OR SKILL.**

**NATIONAL
CAREERS
WEEK**

TO GET A RAISE

**TO RECEIVE AN
INCREASE IN THE
AMOUNT OF
YOUR PAY.**

**NATIONAL
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WEEK**

PROMOTION

THE ACT OF MOVING
SOMEONE TO A **HIGHER**
OR MORE IMPORTANT
POSITION OR RANK IN
AN ORGANISATION.

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WEEK**

MATERNITY LEAVE

THE PERIOD OF **TIME OFF**
OFFICIALLY ALLOCATED FOR A
PERSON WHO HAS GIVEN BIRTH.
(CAN ALSO APPLY TO PARENTS
OF ADOPTED CHILDREN)

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**PATERNITY/
PARENTAL LEAVE**

**THE PERIOD OF TIME OFF
OFFICIALLY ALLOCATED TO THE
PARENT OF A NEW BORN BABY
WHO HAS NOT GIVEN BIRTH
(CAN ALSO APPLY TO PARENTS
OF ADOPTED CHILDREN)**

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SALARY

**AN AMOUNT OF
MONEY THAT AN
EMPLOYEE IS PAID
EACH YEAR**

WAGE

**VERY SIMILAR TO SALARY: AN
AMOUNT OF MONEY THAT A
WORKER IS PAID BASED ON THE
NUMBER OF HOURS, DAYS, ETC.,
THAT ARE WORKED.**

PERIOD OF NOTICE

**TO BE GIVEN NOTICE
– TO BE TOLD YOU
HAVE X AMOUNT OF
TIME BEFORE YOUR
JOB ENDS.**

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UNEMPLOYED



**TO BE WITHOUT
A JOB.**

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TO BE ON THE DOLE



**TO BE CLAIMING
MONEY THAT A
GOVERNMENT GIVES
TO PEOPLE WHO DO
NOT HAVE JOBS.**

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**TO FIRE OR TO
SACK SOMEBODY**

**TO DISMISS SOMEONE FROM
A JOB, OFTEN BECAUSE
THEY ARE NOT GOOD AT
THEIR JOB OR HAVE
BEHAVED VERY BADLY.**

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REDUNDANT

**DISMISSED FROM
A JOB BECAUSE
YOU ARE NO
LONGER NEEDED**

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WEEK**

**TO HAND IN ONE'S
NOTICE/ TO
RESIGN/TO QUIT**

**TO GIVE YOUR BOSS A
STATEMENT THEM THAT
YOU INTEND TO LEAVE
YOUR JOB**

**NATIONAL
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STRIKE

**A PERIOD OF TIME WHEN
WORKERS STOP WORK IN
ORDER TO FORCE AN
EMPLOYER TO AGREE TO
THEIR DEMANDS.**

BOYCOTT

**TO REFUSE TO BUY,
USE, OR PARTICIPATE
IN (SOMETHING) AS A
WAY OF PROTESTING.**

UNION

**AN ORGANISATION WHOSE
MEMBERSHIP CONSISTS OF
WORKERS AND UNION LEADERS,
UNITED TO PROTECT AND PROMOTE
THEIR COMMON INTERESTS. E.G. PAY,
WORKING TIME ETC.**

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WAGE DIFFERENTIAL

THE DIFFERENCE IN WAGES BETWEEN WORKERS WITH DIFFERENT SKILLS IN THE SAME INDUSTRY, OR BETWEEN WORKERS WITH COMPARABLE SKILLS IN DIFFERENT INDUSTRIES OR LOCALITIES.

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LIFESTYLE

SOMEONE'S WAY OF LIVING; THE THINGS THAT A PERSON OR PARTICULAR GROUP OF PEOPLE USUALLY DO: E.G DESIGNER LIFESTYLE

CONTRACTOR

A PERSON WHO AGREES TO DO A CERTAIN JOB FOR A PERIOD FOR A SET FEE – CONTRACTORS ARE OFTEN SELF-EMPLOYED BUT GENERALLY SIGN A CONTRACT TO WORK WITH ONE COMPANY AT A TIME

SELF EMPLOYMENT /FREELANCE

WORKING FOR ONESELF, OFTEN FOR SEVERAL COMPANIES AT A TIME, RATHER THAN FOR AN EMPLOYER.

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AUTOMATION



**THE USE OF
EQUIPMENT TO
PERFORM A TASK
OR A JOB**

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ARTIFICIAL INTELLIGENCE



**COMPUTER SYSTEMS ABLE TO PERFORM
TASKS NORMALLY REQUIRING HUMAN
INTELLIGENCE, SUCH AS VISUAL
PERCEPTION, SPEECH RECOGNITION,
DECISION-MAKING, AND TRANSLATION
BETWEEN LANGUAGES.**

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LABOUR MARKET INFORMATION (LMI)

**INFORMATION ON THE NUMBER OF
PEOPLE EMPLOYED OR
UNEMPLOYED, UNEMPLOYMENT
RATES, AVERAGE WAGES,
POPULATION, INCOME,
OCCUPATIONAL PROJECTIONS ETC.**

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RELOCATION

**THE ACTION OF MOVING
TO A NEW PLACE AND
ESTABLISHING ONE'S
HOME OR BUSINESS
THERE.**

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EMPLOYMENT SECTORS

**THE AREAS INTO WHICH
THE WORKFORCE IS
DIVIDED. E.G. MANY
CREATIVE PEOPLE WORK IN
THE STEM SECTOR**

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STEM/STEAM/STEAMED

**AN EMPLOYMENT SECTOR VARIOUSLY
DESCRIBED AS :- SCIENCE,
TECHNOLOGY, ENGINEERING &
MATHS/ SCIENCE, TECHNOLOGY,
ENGINEERING, ART & MATHS/
SCIENCE, TECHNOLOGY,
ENGINEERING, ART, MATHS,
ENTERPRISE & DESIGN**