

## Workplace Rules for Teen Workers

### Work Permits are required for all workers younger than 18.

Permits can be obtained:

- Online at [www.nclabor.com](http://www.nclabor.com)
- Local DSS office (travel required)

### Allowable Work Hours

#### • 14- and 15-year-olds

##### When school is in session

- Between 7 a.m. and 7 p.m.
- No more than 3 hours per day on school days
- No more than 8 hours per day on nonschool days
- No more than 18 hours per week

##### Between June 1 and Labor Day

- Between 7 a.m. and 9 p.m.
- No more than 40 hours per week

#### • 16- and 17-year-olds

- Hours not generally limited; however,
- Parental and principal permissions are required for work between 11 p.m. and 5 a.m. when there is school the next day.

### Work Restrictions

- 14- and 15-year-olds may work in most office jobs, retail and food service establishments.
- 14- and 15-year-olds **may not work** in processing, mining or in any workplace where goods are manufactured.
- 14- and 15-year-olds may only work on the outside grounds where the employer has an on-premise ABC permit.
- 16- and 17-year-olds **may not work** in any occupation declared to be "hazardous."

- No youth younger than 18 may work in any occupation declared to be "detrimental."

### Pay Requirements

- Minimum wage rate is \$6.55.
- Full-time students/learners may be paid \$5.85 per hour.
- All wages must be paid on the regularly scheduled payday.
- Employees who work more than 40 hours in a workweek must be paid overtime.
- Overtime can be paid after 45 hours in a given workweek for businesses that meet requirements to be considered "seasonal amusement or recreational."

### Employer Promised Benefits

- Benefits such as vacation, sick leave, bonuses or holiday pay are not required by law.
- If such benefits are offered by your employer, these promises must be in writing.
- Employees must be given an itemized statement of deductions from pay each pay period.
- Written authorization is required for all deductions from pay not required by law.

### Records

- It is a good idea to keep a record of days and hours of work should questions arise regarding pay.



**Cherie Berry**, *Commissioner of Labor*

**Wage and Hour Bureau**

**1-800-625-2257**

**[www.nclabor.com](http://www.nclabor.com)**



# Wage & Hour



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