

Sample Employment Contract Template

This Employment Contract ("Contract") is made and entered into as of _____, by and between:

Employer: _____

Address: _____

Employee: _____

Address: _____

1. Position

The Employer agrees to employ the Employee in the capacity of _____.

2. Commencement Date

Employment will commence on _____.

3. Duties and Responsibilities

The Employee agrees to perform the duties as may be reasonably assigned by the Employer, including but not limited to:

- _____
- _____
- _____

4. Working Hours

The normal working hours shall be _____ per week, from _____ to _____.

5. Compensation

The Employee shall be paid a salary of _____ per month/year, payable in accordance with the Employer's usual payroll practices.

6. Benefits

The Employee shall be entitled to the following benefits:

- Paid leave: _____ days per year
- Health insurance
- Other: _____

7. Confidentiality

The Employee agrees to maintain confidentiality regarding all Employer information both during and after employment.

8. Termination

This contract may be terminated by either party upon _____ days' written notice.

9. Governing Law

This Contract shall be governed by the laws of _____.

10. Entire Agreement

This document constitutes the entire agreement between the parties.

Employer Signature & Date

Employee Signature & Date