

# New Hire Agreement

This New Hire Agreement ("Agreement") is made on \_\_\_\_\_ between **[Company Name]** ("Employer") and **[Employee Name]** ("Employee").

## 1. Position

Employer hereby employs Employee as \_\_\_\_\_ starting on \_\_\_\_\_.

## 2. Compensation

Employee will receive a salary of \_\_\_\_\_ per hour/month/year, payable in accordance with Employer's standard payroll practices.

## 3. Employment Status

Employment with Employer is at-will, which means either party may terminate the employment relationship at any time with or without notice or cause.

## 4. Duties and Responsibilities

Employee agrees to perform the duties and responsibilities assigned by Employer to the best of their ability and in accordance with company policies.

## 5. Confidentiality

Employee agrees to keep confidential all proprietary information of Employer and will not disclose such information to any third party during or after employment.

## 6. Entire Agreement

This Agreement supersedes all prior discussions and constitutes the entire agreement between the parties.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date first above written.

\_\_\_\_\_  
Employer Signature:

\_\_\_\_\_  
Date: \_\_\_\_\_

\_\_\_\_\_  
Employee Signature:

\_\_\_\_\_  
Date: \_\_\_\_\_