***${Value15}-BD2-${Value33}-${Value31}***

**EMPLOYMENT CONTRACT**

This EMPLOYMENT CONTRACT (“**Contract**”) made and executed by and between:

1. **PCN PROMOPRO, INC.,** a corporation duly organized and existing under Philippine laws, having its registered office at 27 CRESTA STREET, BARANGAY MALAMIG, MANDALUYONG CITY and 30 ARAYAT STREET, BARANGAY MALAMIG, MANDALUYONG CITY, and herein represented by its President, Rey Ferdinand S. Binuya, herein referred to as the “EMPLOYER”;

****

**-and-**

1. **${Value1}, FILIPINO, OF LEGAL AGE, SINGLE/MARRIED,** and with residence and postal address at **${Value2}** herein referred to as the “EMPLOYEE.”

Voluntarily binding themselves to the following terms and conditions:

1. The Employer will provide services for a specific job or undertaking farmed out by **${Value3}**, under a duly executed Service Agreement.
2. The Employee shall be assigned at **${Value3}**, with office at **${Value5}**.
3. **JOB TITLE AND DESCRIPTION**. As a **${Value6}**, the employee shall perform the following duties and undertake the following responsibilities:
4. At all times during the effectivity of this Contract, the Employee is required to comply with all existing rules, regulations and adhere to all pertinent policies as well as those which may hereafter be issued and mandated by the Service Agreement, including but not limited to those governing order and discipline, honesty, safety and security, work assignments and standard operating procedures, use of Company properties and access to matters of confidentiality, and such other rules deemed necessary in the conduct of business or tasks assigned under this Contract and other relevant KPIs specific to the brands or positions to which they are respectively assigned ;
5. Merchandising Team members are expected to accomplish the following general duties and responsibilities:
6. Stock Administration
7. Receives deliveries
8. Transfer stocks from back-up to selling area, using FIFO (First In First Out) procedure
9. Arranges stocks according to planogram and SBM
10. Removes damaged stocks from the display area
11. Keeps inventory of stocks, including back-up
12. Books orders following prescribed SMB for the account
13. Building and maintaining trade and consumer relationship
    1. Basic product knowledge to assist the customer in choosing Philusa Corporation brands for products.
    2. Provide constructive response to customer inquiries.
    3. Foster a healthy relationship with the store owner/personnel
    4. Stand as an Ambassador of Goodwill for Philusa Corporation.
14. In-store merchandising.
    1. Ensure proper placement of updated merchandising materials.
    2. Ensure correct product pricing
    3. Maintain an attractive, and dominant display and merchandising at point of purchase
    4. Safekeeping, maintenance and upkeep of merchandising tools and equipment assigned.
15. Generation of reports
    1. Ensure accurate reporting of stocks inventory.
    2. Accomplish and submit reports on agreed deadlines.
    3. Immediate report on competitive activities.
16. **EMPLOYMENT STATUS**

* **${Value7}**

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1. **DURATION OF EMPLOYMENT**. Employee will commence to perform the services in favor of **${Value3}** from **${Value8}** to **${Deo9}**.

Employee shall receive Php **${Value10}** per day, payable every **15th** and **30th** of the current month to cover up for services rendered and, may be adjusted according to the provision of the Labor Code of the Philippines depending on the tripartite wage rate of the region.

Daily Rate/day

(based on RWB, incl. of E-COLA if applicable ) ---- P ${Value10}

E-COLA ---- P ${Value10c}

Communication allowance /day ---- P ${Value10a}

Transportation and Meal allowance/day ---- P ${Value10b}

1. **PLACE OF WORK.** The employee shall perform the services at **${Value11a}**.
2. **WORK HOURS**. The Employee will render work for eight( 8) hours , **${Value12}** days a week, in accordance with the work hours to which he/she will be assigned.
3. **PAYMENT OF COMPENSATION/BENEFITS.** The Employer shall be responsible for the payment of all compensation and other benefits to the Employee. Nothing herein shall make the latter an employee of the Principal.
4. **SOLIDARY LIABILITY**. The Company recognizes the solidarity liability on its part as Employer and **${Value3}** in the event of violation of any provision of the Labor Code including the failure to pay wages.
5. **TERMINATION.**
6. Termination by Employer – The Employer reserves its right to terminate this Contract even prior to the expiration of the employment period or completion of the project, for any of the just and authorized causes provided by law, including but not limited to : serious misconduct, wilfull disobedience of employer’s lawful orders, habitual neglect of duties, failure to meet prescribed KPI’s stated below, absenteeism, insubordination, revealing secrets of establishment, or any violation of the terms and conditions herein set forth.
7. Termination by Employee – The Employee may terminate this Contract for any of the just causes provided by law, subject to service of at least one (1) month written notice given to the Employer.
8. Termination due to Illness or Death; Either party may terminate this Contract on the ground of illness, disease, death or injury by the Employee.
9. **CONFIDENTIALITY –** The Employee agrees that all record and documents of the Company and all information pertaining to its business and/or its affairs and that of its customers, which may come into the Employee’s knowledge and custody during the period of employment, are absolutely confidential and unauthorized disclosure or reproduction of the same should not be made at any time during and/or after employment. The Employee hereby agrees that any breach of confidentiality shall constitute sufficient ground for immediate termination for cause, and/or civil and criminal liability.

PREPARED BY:

**${Value16}**

${Value17}

NOTED BY: ENDORSED BY:

**${Value18}**  **${Value20}**

${Value19} ${Value21}

APPROVED BY:

**${Value24}**  **${Value22}**

Field Supervisor ${Value23}

Conforme :

(Signature over Printed Name)

Date : ${Value14} ${Value13}, ${Value15}

SSS # : ${Value26}

PhilHealth # : ${Value27}

Pag-Ibig # : ${Value28}

TIN # : ${Value29}

Contact No. : ${Value32} Day-off: \_\_\_\_\_\_\_\_\_\_\_\_

ID # : ${Value31}

**MERCHANDISER’S KPI**

1. **PRODUCT DISPLAY**

* Maintaining Fullness of display at all times
* Improving display facing
* Preventing out stocks
* ****Well managed, clean and presentable stocks display and proper handling of products
* Correct and proper price marking of all products

1. **INVENTORY MANAGEMENT**

* Accuracy in inventory reports / on time submission
* Orderly arrangement of stocks

1. **COMPETITIVE MONITORING**

* Complete / detailed information
* Prompt reporting of any competitive activity

1. **ATTENDANCE**

* Presence in the outlet as scheduled
* Punctual in reporting for work
* Attends regular meeting day

1. **HUMAN RELATIONS**

* Maintains good and effective relationship to fellow merchandiser and outlet personnel
* Effective in dealing with people, quickly wins confidence and respect of his/her superior
* Very quick to extend help

1. **PERSONALITY AND GROOMING**

* Exercise courtesy to outlet personnel and adherence to the rules and regulations
* Knowledge and observance of agency rules on discipline and conduct
* Wearing of prescribe uniform