



## CONTRACT

**Name of employee:** Jehoshuah Caspillo  
**Position Title:** Technician  
**Department:**

**Contract type:** Trial Contract  
**Contract salary:** P 360  
**Contract Expiration Date:** 2017-11-16

### Contract content:

It is a standard procedure for a new employee to undergo the On-Trial Qualifying Period since his/her capabilities is not yet known to the Company. This is to determine if the personnel is qualified for the job by means of being subjected to the actual work. On the other hand, the new employee can determine if the job suits him/her.

It is also during this period that the Company will be able to verify if the information indicated in the employee's resume is true and accurate. Should there be wrong information, tampered data, or fraudulent entries therein, this contract shall automatically be rendered null and void.

Based on qualifications and/or capabilities, the employee's compensation shall be decided. In case that the employee's performance shall be satisfactory, employee shall receive the compensation as agreed upon and shall quality to be a Probationary Employee. However, when the employee opts to withdraw his/her application during the training period, he/she shall only be paid in the amount of P200;.00; per day; in order to compensate for the Company's losses in the training.

**The new employee will be evaluated every week, if the Company find him/her not suitable for the job, his employment will not be continued for the next week automatically without prior notice. or the rate of employee will be adjusted by agreement.** But if the Company is satisfied on his/her work, the employment will continue until he/she reached the end of the training period

Compensation shall be paid in accordance with the existing Company salary payment schedule. Labor will be paid based on working days for this period

On the other hand, if the Company shall decide at the end of the training period that the employee is not qualified for the job; the employee shall be compensated in full with respect to the amount agreed upon.

*In addition to this, if the employee passes the One(1) month trial contract, the employee shall undergo/subject for another months probation period. Employee who already end their One(1) month trial contract and has not yet sign a Two(2) months extension contract will not be allow to report/work.*

Note: This contract is valid for one month and could be terminated by both parties anytime. If this contract will not be renewed, it will be considered as automatically terminated. The agreed compensation could be adjusted before Probationary Contract.

### \* Resignation Rules :

This trial period is considered as training period & the employee has no contribution to work. But the company need to pay for your labor cost & for the trainer cost. With these the employee should respect the company's effort

and expense. If the employee did not follow the company rules (Resignation without notice, No justification that the employee contribute to work, etc.), the labor cost for the employee will be held, and also there is possibility that the employee should pay for the expense of the time that the company spent. – But it depends on the case.

**\* Termination of Contract**

If the data of your resume is fake or not true. the company can terminate anytime

\* If your work is required to be endorse to someone , Employee should endorse properly in requiried period , if not remaining salary will not be released . then this payment will be expired after required endorse date. Due to damage to our company work procedure, We spent payable to recover the work endorsement

This will be effective upto the end of employeement

**Contract condition:**

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Signature of Employee



Signature of Supervisor

Date 10 - 16 - 17

Date