# Contract of Employment

Name of employer: {{company.name}} (“the Company”)

Name of employee: {{employee.firstName}} {{employee.lastName}}

Address: {{employee.street}},

{{employee.town}},

{{employee.county}},

{{employee.postcode}},

{{employee.country}}

Date of contract: {{employmentTerms.contractDate}}

This Agreement sets out the specific terms and conditions of your employment with the Company.

## Employment

* 1. Your employment with the Company shall begin on {{employmentTerms.startDate}}.
  2. No period of employment with a previous employer counts as part of your continuous employment with the Company.

## Job Title

* 1. Your job title will be {{employmentTerms.jobTitle}}. You will report to the {{employmentTerms.reportToRole}}, currently {{employmentTerms.reportToName}}, unless informed otherwise by the Company.

## Place of Work

* 1. Your normal place of work will be {{office.street}}, {{office.town}}, {{office.postcode}}, {{office.country}}.
  2. You may be required to travel both within the {{office.country}} and overseas.

## Hours of Work

* 1. Your normal hours of work will be 9am to 5pm, Monday to Friday, with one hour for lunch.

## Remuneration

* 1. Your base salary will be {{employmentTerms.annualSalary}} per annum and shall accrue from day to day.
  2. You will also be eligible to earn commission, and your total target compensation will be {{employmentTerms.totalCompensation}} per fiscal year.

## {% conditional-section employmentBenefits %}

## Benefits

The Company provides access to the following benefits:

|  |
| --- |
| Available Benefits |
| {{employmentBenefits.benefit}} |

## {% end-section %}

## Holiday

* 1. The Company’s holiday year runs from 1 January to 31 December. You are entitled to {{employmentTerms.vacationDays}} days’ holiday a year, accrued at a rate of {{employmentTerms.vacationRate}} days per completed calendar month of service, in addition to the usual Bank and Public holidays.

Signed: {{NewEmployee\_es\_:signer2:signature }}

Signed: {{AdobeEmployee\_es\_:signer1:signature }}

For & On Behalf Of

{{company.name}}