

This Employment Agreement ("Agreement") is made on this ____ day of _____, **20**, by and between:

Employer: [Company Name]
Address: [Company Address]

AND

Employee: [Employee Full Name]
Address: [Employee Address]

Terms and Conditions:

1. **Position:**
The Employee will be employed as [Job Title]. The Employee agrees to perform the duties and responsibilities assigned by the Employer.
2. **Duration:**
Employment will commence on [Start Date]. The employment may be subject to a probation period of [duration], after which performance and continuation will be reviewed.
3. **Compensation:**
The Employee will receive a salary of [Amount] per annum/month, payable [monthly/weekly]. The salary is subject to statutory deductions.
4. **Working Hours:**
The Employee is expected to work [number] hours per week from [start time] to [end time], [days of the week].
5. **Leave:**
The Employee is entitled to [number] days of paid annual leave and sick leave as per company policy.
6. **Confidentiality:**
The Employee agrees not to disclose any confidential information related to the Employer's business during or after employment.
7. **Termination:**
Either party may terminate this agreement by providing [notice period] written notice.
8. **Other Terms:**
The Employee agrees to comply with all company policies and procedures.

Signatures

Employer

Employee

Date: _____