

## Sample EMPLOYMENT AGREEMENT/CONTRACT

This Employment Agreement/Contract is made on the [Date of Contract:.....] between the First Party and the Second Party.

[Your Company Name ..... & Full Address: .....] is hereinafter called the FIRST PARTY.

[Worker's Name .....] Son of [Father's Name .....]  
Date of Birth ..... Passport No ..... Issued at .....  
is hereinafter called the SECOND PARTY.

### **The Contract shall consist the Following Provisions:**

1. The First party shall pay the Second Party a monthly salary of [Amount in specific country's currency.....] only for his services to the First Party as a [Category of work.....]
2. The First Party shall provide suitable Accommodation, Medical Facilities and necessary transport facilities to the Second Party during the contracting period FREE OF COST.
3. Period of contract is for [.....] years but renewable for further period with mutual consent of both the Parties.
4. Duty Hours should be [.....] hours a day and [.....] days a week. Other holiday will be as per Labour Laws of the specific country's Government.
5. Overtime: The rate of salary of overtime will be as per the project-site country's Labour Laws.
6. The First Party shall provide both way air tickets to the Second Party FREE OF COST.
7. First [.....] days shall be treated as probationary period during which if terminated, he might have to go back to Bangladesh at his own cost or cost of the Supplier.
8. The Second Party shall enjoy fifteen [.....] days of annual leave with pay.