



Employment Agreement

{COMPANY NAME}

Employment Agreement

I. Beginning Date & Terms

1. [Student Name] will begin employment with {Company Name} on [day & month].
2. [Student Name] agrees to follow all company policy as listed in the {Company Name} Workplace Rules and conditions set in section V of this document.

II. Job Title & Description

1. The initial job title of the Employee will be the following: [job title]
2. The primary duties of the Employee will be required to perform are:
 - a. [job duty 1]
 - b. [job duty 2]
 - c. [job duty 3]
3. The Employee agrees to be employed on the terms and conditions set out in this Agreement under the supervision of the Employer and building staff.
4. The Employee will perform any and all duties as requested by the Employer that are reasonable and generally performed by persons holding a similar position. Obligations may go beyond what is listed above.

III. Employee Compensation

1. The Employee will earn _____ credits toward graduation upon completion of the [course name] and employment duties.
2. Compensation paid to the Employee for the services rendered by the Employee as required by this Agreement. Compensation will include a wage at the rate of [salary].

IV. Place & Time of Work

1. The Employee's primary place of work will be at the following location: [workplace location].

2. The Employee's original timeframe of work will be during the following hours of the school day: [workplace hours].

V. Termination of Employment

1. Not adhering to employment rules as listed in the {Company Name} Workplace Rules will result in the following disciplinary actions:
 - a. [Step 1: example: verbal warning]
 - b. [Step 2: example: written notice]
 - c. [Step 3: example: school policy consequence]
2. Where there is just cause for termination, the Employer may terminate the Employee's employment, and the Employee will be dropped from the course.
3. If the Employee wishes to terminate this employment with the Employer, the Employee will provide the Employer with the greater of two (2) weeks and the minimum.

IN WITNESS WHEREOF, the parties have duly affixed their signatures under hand and seal on this ____ day of [month], [year].

{Company Name} Per: _____
[Employer Signature]

[Student Signature]