

Employment Contract

Sample of Employment Contract

This Agreement has been made on..... Between”Company Name” (here in after called the “first party”) and Mr..... Bangladeshi Nationality bearing passport Noissued on (here in after called the “second party”) observing in a good faith on the following terms and conditions.

Therefore, it is mutually agreed as follows:

1. Designation :
2. Monthly Salary :
3. Working hours :
4. Accommodation :
5. Food :
6. Transportation :
7. Medical :
8. Air Ticket :
9. Visa :
10. Period of Contract :

Period of Contract:

The period of contract will be (.....) years commencing from the date of joining in the work. However, on completion of (...) years of service, depending on the second party’s performance, he/she will be eligible for appropriate increment. If the second party’s performance is well during the contract period, his/her visa will be renewed further at the discretion of Management.

Probation Period:

The second party will be on probation period of 3 months from the date of joining. If his/hers performance is found to be unsatisfactory during the probationary period, the Employer has the right to terminate the service without notice.

Salary:

The monthly salary payment for the particular month will be made on the 1st day of the following month.

Overtime:

For work put beyond 8 normal hours per day he/she will be entitled to overtime payment as per the policy of the company.

Passage:

Employee will be provided free of cost an economy class airfare from the working country to Bangladesh after completion of (...) years of service. If the service is extended by the company, he/she will be entitled to get a free return airfare.

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Medical Facilities:

Medical assistance will be made available to him/her free of cost, in line with the company's rules and

Regulation:

Annual Leave:

The Employee will be entitled to get 30 days paid annual leave for every completed year of service.

Welfare Facilities:

The Employee will be given welfare facilities as per the company's policy and the labour law of the country.

In Case of death:

In the event of death, the employee's body will be repatriated at the company's expenses and insurance compensation will be determined and provided according to the law of land.

Insurance:

Employer shall likewise insure all employees deployed by the Recruiting Agent as prescribed by the Ministry of the Labour of the host country. Also, in case of death, injuries or diseases, employee shall be covered under relevant laws of the country.

Dismissal:

Employee may be dismissed if he is found guilty of misconduct whether in the course of his duty or non duty hours or in case of wilful disobedience to lawful order given by the employer and violates any of the local law or safety rules and regulations established by the employer. The employee also guarantees to abide by the local customs, have respect in local beliefs and not to interfere in the political and religious affairs of the host country. Indulging in strike and trade union or in alcoholic beverages and drugs are strictly prohibited. In case of drinking, gambling, burgling, destructing employer's properties and committing an act of physical aggression against anybody in the job site or other places, he/she may cause instant dismissal of the agreement.

Complimentary terms and Conditions:

For the terms and conditions, which are not prescribed in this contract, both parties agree to observe the labour law in the country of the employment and/ or the employer's rules and regulations. In witness whereof, we hereby sign this contract this day of.....

For Employer

Name.....

Designation.....

Date.....

Signature.....

Witness.....

For Employer

Name.....

Designation.....

Date.....

Signature.....

Witness.....