

CONTRACT FOR EMPLOYMENT

THIS AGREEMENT made effective as of the ____ day of _____, _____.

BETWEEN:

[NAME OF EMPLOYEE]
[address]
(‘the Employee’ or ‘you’)

- and -

[NAME OF EMPLOYER]
[address]
(‘the Company’)

This Contract sets out the terms and conditions of employment which are required to be given to the Employee under section 1 of the Employment Rights Act 1996.

1. PARTIES:

This Agreement is made between the Company and:

Name of Employee: _____

Address of Employee: _____

Telephone numbers: _____

2. STARTING DATE & DURATION

The starting date of your employment with the Company is the ____ day of _____, _____. Your employment shall continue indefinitely subject to termination in accordance with the provisions of this Agreement. _____ [insert determination date] will be used as the date to determine continuity of service.

3. JOB TITLE AND RESPONSIBILITIES

Your job title is _____. Your duties and responsibilities may be performed by you solely or jointly with whomsoever the Company may appoint. Your current duties are: _____ [describe]

Your duties may be reasonably modified by the Company from time to time as required to meet the needs of the Company’s business.

You are responsible to the _____ [insert title of superior] or his/her designee from time to time. Unless otherwise expressly stated in this Agreement, all consents and authorisations which you are required to obtain from the Company shall be given by the _____ on behalf of the Company, or such other person as the Company may specify or the _____ may delegate to from time to time.

The Company reserves the right to require that you do not perform any duties or attend the Company’s premises during any period of suspension or whilst you are under notice of termination of your employment, provided that you continue to be paid the salary and benefits to which you are entitled under this Agreement.

4. SALARY

*[revise this section to fit the circumstances:]*Your salary is £_____ gross per year which will accrue on a daily basis. This will be paid at the end of each month, after deduction of tax, social security contributions and agreed deductions in equal instalments in arrears in accordance with the Company's procedures from time to time.

Your salary will be reviewed upwards in accordance with the Company's procedures from time to time. Currently salaries are reviewed annually each _____ *[insert month]*. Any such change will be notified to you in writing by no later than the first salary payment at the higher rate. You are also eligible to participate in any incentive compensation program that may be developed for the Company.

5. NORMAL PLACE OF WORK

Your primary place of work will be at _____ *[full address]*. The Company reserves the right to change your normal place of work to any other location of the Company within _____ *[insert area]*. You will be given at least one (1) month's notice of any such change.

You may be required to travel within the UK or Europe as is necessary for the proper performance of your duties. Should it prove necessary that you work outside the UK for more than one (1) month, the terms of this Agreement will be reviewed.

THIS IS A 9-PAGE AGREEMENT.