

STATEMENT OF EMPLOYMENT
(Pursuant to section 6 of the Employment Act, 2000)

Job Title or Description _____ **Employer** _____
Employee _____ (full name and address) (full name and address)

The terms of employment are:

1. Wages: The gross wages are,
\$ _____ per week/month \$ _____ per hour
Bonus, commission or other remuneration \$ _____
2. Start Date _____ Employment begins/began _____ (date)
3. Hours: Hours of work _____ to _____ per day with _____ rest period
Shift work Yes/No _____ Normal shifts _____
4. Place of work: employer's address above/as directed
5. Paid annual vacation (after 1 year of continuous employment) _____ days (section 12 Employment Act 2000).
6. Paid public holidays as set out in Section 11 Employment Act, 2000 and Schedule to Public Holidays Act 1947.
7. Paid sick leave (after 1 year of continuous employment) _____ days.
8. Benefits and deductions Amount payable by employee
Detail - benefits package medical etc. \$
- accidental death cover \$
- pension National Pension \$
Scheme/employer scheme
- contributory pension \$89.90 per month
- payroll tax \$
- employer scheme \$
- employee assistance benefit
9. Details of the following if applicable:
 - (a) discipline or grievances procedures,
 - (b) duration of employment if not permanent,
 - (c) probationary period,
 - (d) dress code,
 - (e) collective agreement affecting employment.

If not applicable indicate N/A.

10. Termination of employment

The period of notice for termination by employer or employee is _____.

Signature of employer _____ Signature of employee _____

Date _____