

# EMPLOYMENT CONTRACT

## Standard Executive & Staff Agreement

This Employment Contract (the "Agreement") is made and entered into on [Date], by and between:

**Employer:** [Company Name], located at [Company Address],  
and

**Employee:** [Employee Full Name], residing at  
[Employee Address].

### 1. Position and Duties

The Employer agrees to employ the Employee in the capacity of [Job Title]. The Employee will report directly to [Manager Title/Name] and shall perform all duties consistently associated with this position, as well as any other duties assigned by the Employer.

### 2. Term of Employment

This Agreement shall commence on [Start Date] and shall continue until terminated by either party in accordance with the provisions of this Agreement. This employment is classified as [Full-time / Part-time].

### 3. Compensation and Benefits

- **Salary:** The Employee will be paid a base salary of [Amount] per [Year/Month], subject to applicable tax withholdings.
- **Working Hours:** Standard working hours are [Hours] per week.
- **Benefits:** The Employee is entitled to participate in the Employer's standard benefits packages (health insurance, retirement plans) as outlined in the company handbook.

### 4. Confidentiality and Non-Compete

The Employee agrees not to disclose any of the Employer's confidential information or trade secrets during or after the term of employment. The Employee further agrees not to engage in any employment or business activity that directly competes with the Employer for a period of [Months] months following termination.

### 5. Termination

Either party may terminate this Agreement by providing a written notice of [Days] days. The Employer may terminate this Agreement immediately for cause (e.g., gross misconduct, breach of contract) without notice or severance pay.

**EMPLOYER:**

**EMPLOYEE:**

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Authorized Signature & Title

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Employee Signature

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Date

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Date

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