

BASIC EMPLOYMENT CONTRACT (AUSTRALIA)

Location: _____ Date: _____

PARTIES:

Employer Name: _____

ABN / ACN: _____

Address: _____

Employee Information:

Full Name: _____

Address: _____

Contact Number: _____

1. Position and Duties

The Employer agrees to employ the Employee in the position described below. The Employee agrees to diligently perform the duties and responsibilities assigned by the Employer, compliant with applicable laws and regulations in Australia.

2. Commencement and Term

This Contract shall commence on the date agreed by the parties and will continue until terminated in accordance with the terms herein. The employment may be ongoing or fixed-term as specified and agreed upon.

3. Remuneration

The Employer agrees to pay the Employee a salary or wage as agreed. Payment will be made in accordance with the applicable Australian laws including the Fair Work Act 2009 and relevant Awards or Enterprise Agreements.

4. Hours of Work

The Employee's ordinary hours of work will be as agreed and in compliance with applicable laws and regulations. Any additional hours may qualify for overtime or penalty rates as per relevant legislation or agreements.

5. Leave Entitlements

The Employee is entitled to leave entitlements as prescribed by Australian law, including but not limited to annual leave, personal/carer's leave, and public holidays. Leave will be managed in accordance with the National Employment Standards (NES).

6. Confidentiality

The Employee shall not, during or after the termination of employment, disclose confidential information relating to the Employer's business, clients, or trade secrets without prior written consent, except as required by law.

7. Termination

Either party may terminate this Contract by providing notice or payment in lieu thereof in accordance with the minimum requirements under the Fair Work Act 2009. Termination for serious misconduct may be immediate.

8. Workplace Health and Safety

The Employee agrees to comply with all workplace health and safety policies and procedures, and the Employer will take reasonable steps to provide a safe working environment as required by law.

9. Dispute Resolution

Any disputes arising from this Contract will be dealt with in accordance with applicable laws and may involve mediation or other forms of alternative dispute resolution prior to litigation.

10. Governing Law

This Contract shall be governed by and construed in accordance with the laws of the Commonwealth of Australia and the relevant state or territory laws applicable to the place of employment.

11. Entire Agreement

This Contract constitutes the entire agreement between the parties and supersedes all prior negotiations, representations, or agreements, whether written or oral.

12. Amendments

Any amendments to this Contract must be in writing and signed by both parties to be effective.

EMPLOYER'S SIGNATURE

EMPLOYEE'S SIGNATURE

Signature: _____

Signature: _____

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