

Employment Agreement

Date: [Insert Date]

Employee Name: [Insert Employee Name]

Employee Address: [Insert Employee Address]

Dear [Employee Name],

We are pleased to offer you a position at [Company Name] as a [Job Title]. This employment agreement outlines the terms and conditions of your employment.

1. Position

Your position will be [Job Title]. You will report directly to [Supervisor's Name].

2. Compensation

Your starting salary will be [Insert Salary] per [year/month/week], payable in accordance with the company's standard payroll schedule.

3. Benefits

You will be eligible for our benefits programs, which include [list benefits].

4. Employment Status

Your employment will be full-time and will commence on [Start Date].

5. Termination

Either party may terminate this agreement with [insert notice period] notice.

Please sign below to indicate your acceptance of this employment offer.

[Employee Name]

Date: _____

[Company Representative]

Date: _____

We look forward to having you on our team!

Sincerely,

[Your Name]

[Your Title]

[Company Name]