

Dual Employment Agreement

Date: [Insert Date]

[Employee's Name]
[Employee's Address]
[City, State, Zip Code]

Dear [Employee's Name],

We are pleased to offer you a dual employment opportunity at [Company Name] for the positions of [Position 1] and [Position 2]. This letter outlines the terms and conditions of your employment.

Terms of Employment

- **Position 1:** [Description of duties and responsibilities]
- **Position 2:** [Description of duties and responsibilities]
- **Start Date:** [Insert Start Date]
- **Work Hours:** [Insert Work Hours]
- **Compensation:** [Insert Compensation Details]

Conditions of Dual Employment

Your acceptance of this dual employment offer is contingent upon your agreement to manage the responsibilities of both positions effectively and to comply with all company policies.

Please sign and return a copy of this letter by [Insert Deadline] to indicate your acceptance of this dual employment offer.

We look forward to your contributions to [Company Name] in both roles.

Sincerely,

[Your Name]
[Your Title]
[Company Name]
[Company Address]
[City, State, Zip Code]

Acceptance

I, [Employee's Name], accept the terms outlined in this dual employment agreement.

[Employee's Signature]

Date: _____