

Employment Agreement

Date: [Insert Date]

Employee Name: [Insert Employee Name]

Employee Address: [Insert Employee Address]

Dear [Employee Name],

We are pleased to offer you employment at [Company Name] under the following terms and conditions:

1. Position

Your position will be [Job Title], reporting to [Supervisor's Name].

2. Start Date

Your start date will be [Insert Start Date].

3. Compensation

Your starting salary will be [Insert Salary], payable [monthly/bi-weekly].

4. Benefits

You will be eligible for [describe benefits such as health insurance, retirement plans, etc.], according to company policy.

5. Terms of Employment

Your employment with [Company Name] is at-will and may be terminated at any time by either party, with or without cause.

6. Acceptance

Please sign below to confirm your acceptance of this employment agreement.

Employee Signature

Date: _____

We look forward to welcoming you to our team!

Sincerely,

[Your Name]
[Your Job Title]
[Company Name]