

Employee Development Training Agreement

Date: _____

Employee Name: _____

Employee Position: _____

Company Name: _____

Company Address: _____

Agreement Overview

This agreement outlines the terms and conditions for the employee development training program in which the above-named employee will participate.

Training Details

Training Program: _____

Duration: _____

Location: _____

Start Date: _____

End Date: _____

Responsibilities

The employee agrees to:

- Attend all scheduled training sessions.
- Complete all assignments and evaluations.
- Share knowledge gained with the team.

The company agrees to:

- Cover the costs of the training program.
- Provide necessary resources and support.

Confidentiality

Both parties agree to maintain confidentiality regarding proprietary information obtained during the training program.

Acceptance

By signing below, both parties acknowledge their acceptance of this agreement:

Employee Signature: _____

Date: _____

Company Representative Signature: _____

Date: _____