

ON THE EMPLOYER'S CORPORATE LETTERHEAD

CONTRACT OF EMPLOYMENT

This Agreement is made and entered ____ on the _____ day of _____ between _____ (hereinafter referred to as "The Company" of the First Party

AND

_____, S/O. _____ Holder of Passport Number _____ (hereinafter referred to as "The Employee") of the other part i.e. the second party.

The First Party shall pay the Second Party monthly salary of _____ (_____) to be paid by the end of each month.

- 1) The company shall employ the employee in the position of _____ situated _____ **Dubai -UAE**. The employee should be prepared to work at any other branch or outlet of the company in case a requirement arises in _____ OR within the same territory of the Company.
- 2) The second party shall be honest in his work and must observe all rules, regulations & instructions issued by the first party.
- 3) All costs for the second party to reach _____ (Medical, Air Ticket, Agent's Service Charge, visa costs, immigration costs, etc.) will be borne by himself OR by the Company.
- 4) Visa renewal costs (generally after every two Years) will have to be borne by the first party.
- 5) Cost of Social Insurance (COSI) of the employees will be paid for by the first party.
- 6) The first 6 months of employment shall be a probationary period.
- 7) The second party will be responsible for any complaints received from customers and will be answerable to them as well as the first party.
- 8) If the second party works on the days he has his monthly holidays, he will be entitled to overtime based on the number of hours he works.
- 9) Medical facilities will be paid by the first party at the Government health Centers and Hospitals.
- 10) Return Air Ticket will be provided by company after completion of 2 yrs contract.
- 11) The second party is not entitled to claim increment in salary but the first party can do so if he looks reasonable.
- 12) The first party may cut the salary of the second party of one day as well as another day if he is absent from the work without any solid reason.

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- 13) The term of this contract is 2 complete years. The second party has no right to perform any job directly or indirectly except as assigned to him by the first party.
- 14) The employee shall have the right to resign at any time during the course of the employment by giving the company a written notice of his intention to do so ONE MONTH before the date for such resignation to be effective.
- 15) The employee at all times during his employment and thereafter, shall strictly observe the secrecy of all matters that pertain to the company or any of its affiliates which have come to his knowledge as a result of or in the course of his employment by the company and shall not divulge any information in respect of such matters, unless otherwise authorized in writing by a responsible officer of the company or by a competent court of law.
- 16) Any other provision, which is not expressly dealt with in, the agreement shall be subject to the labour law or any other applicable rules and regulation of **UAE**.
- 17) The Passport of the Worker, being the property of the Government of India, shall be made available to the worker any time on demand. In case of dispute Indian Missions shall decide the subject matter.
- 18) The employer will be responsible for obtaining valid entry permit for the employee, and in case the employee is refused continuation of employment in the country by Air Passage provided by them and shall pay the worker all his dues till the date of his departure.
- 19) Payment of compensation to the employee in case of disability, permanent injury arising of and incurred while on duty will be provided for in accordance with the local labour laws. In the event of death of employee, the employer will be make suitable arrangements for disposal of the dead body and for sending his personal belonging, dues, and legitimate saving to his dependent relatives in India at Employer's cost.

In witness thereof, the parties have here unto voluntarily signed their respective names below on this _____ (day) _____ of _____ (month, year) _____ at _____ (place, country) _____

X

Signature of the Employer & Date

X

Signature of the Employee & Date

Yours faithfully,

For _____
(Company Name)

(Signature & Designation)

COMPANY SEAL