

# Part-Time Employee Contract

This Part-Time Employee Contract ("Contract") is made and entered into as of \_\_\_\_/\_\_\_\_/\_\_\_\_ by and between:

- **Employer:** \_\_\_\_\_
- **Address:** \_\_\_\_\_
- **Employee:** \_\_\_\_\_
- **Address:** \_\_\_\_\_

## 1. Position

The Employer agrees to employ the Employee as \_\_\_\_\_ on a part-time basis. Duties include, but are not limited to:

- \_\_\_\_\_
- \_\_\_\_\_

## 2. Work Hours

The Employee will work approximately \_\_\_\_\_ hours per week, as agreed upon by both parties. Work schedule shall be determined by the Employer.

## 3. Compensation

The Employee will be paid at a rate of \$\_\_\_\_\_ per hour, payable weekly/monthly via \_\_\_\_\_.

## 4. Duration of Employment

This Contract will begin on \_\_\_\_/\_\_\_\_/\_\_\_\_ and will continue until terminated by either party in accordance with Section 7 of this agreement.

## 5. Duties and Responsibilities

The Employee agrees to perform all duties to the best of their ability and to comply with the Employer's policies and procedures.

## 6. Confidentiality

The Employee shall not disclose any confidential information acquired during their employment to any third party, both during and after the term of employment.

## 7. Termination

Either party may terminate this Contract with \_\_\_\_\_ days' written notice. The Employer may terminate employment immediately for just cause.

## 8. Governing Law

This Contract shall be governed by the laws of \_\_\_\_\_.

Employer Signature:

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Date: \_\_\_\_\_

Employee Signature:

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Date: \_\_\_\_\_