

# TEMPORARY EMPLOYMENT AGREEMENT



EMERY H.R.

- Human Resource Consultants
- Executive Recruitments – National & International
- Business Support Recruitments – Permanent & Temporary
- Independent Interviewing

Name: \_\_\_\_\_

I accept temporary employment through EMERY H.R. Business Support Pty Ltd on an hourly basis.

I understand the conditions of employment are as outlined below:

1. I will only be paid for actual hours worked and that there may be a defined time period for an assignment, or it may be of an ongoing nature. There may also be assignments where the time period is not determined from the outset. I understand that an assignment may be terminated without notice.
2. My pay rate will be determined at the commencement of assignment by the relevant award. This rate may vary dependent upon the roles and responsibilities involved in each assignment I undertake.
3. Included in my hourly rate is an allowance to compensate for sick and annual leave. This will be determined according to the award relevant to the proposed assignment.
4. In accordance with ATO Superannuation legislation, once my earnings exceed \$450 per month I will be paid superannuation at a rate of 9% of my gross, ordinary time pay.
5. I agree to submit my timesheet to EMERY H.R. Business Support Pty Ltd on a weekly basis and agree to have hours approved by my direct supervisor on assignment, prior to payment being processed.
6. I agree to uphold a professional attitude and image at all times whilst on assignment for EMERY H.R. Business Support Pty Ltd. I will maintain confidentiality and discretion in respect to my dealings with EMERY H.R. Business Support Pty Ltd and all associated clients and companies. I further agree to also abide by all policies and procedures disbursed to me.
7. I will not either seek or accept an offer of direct employment with a client whilst on assignment, without first discussing such an offer with the relevant personnel of EMERY H.R. Business Support Pty Ltd.
8. I agree to willingly participate in OHS training and inductions provided by EMERY H.R. Business Support, or by any associated client or company of EMERY H.R. Business Support Pty Ltd, for the purposes of carrying out the assignment and ensuring the health, safety and welfare of all others. Failure to participate in training or activities related to OHS (including Incident Reporting and Return to Work Plans) will result in immediate termination of my assignment.

Signature: \_\_\_\_\_

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

**EMERY H.R. Business Support Pty Ltd**

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