

EMPLOYMENT AGREEMENT

This contract is an agreement between the two following parties,

the Employee: _____ and the Employer: _____

Employee: the teacher

Name: _____

Address: _____

Date of Birth: _____ Citizenship: _____

Phone Number: _____ E-mail address: _____

Academic degree: Bachelor of Arts Date conferred: _____

Major: _____ Conferred by: _____

Employer: the institute

Name: _____

Address: _____

Phone Number: _____

I . Purpose of this contract

The employee will teach and train students at the educational institute and time designated by the institute and shall develop educational programs for students. During the term of this agreement, the employee must follow and strictly comply with the employer's policies and guidelines.

II. Duration of contract

This contract is valid for one year, starting from 2008. The employee must inform the employer on whether she/he would like to renew the contract of not one (1) month prior to the end of the one (1) year of service and contract will be renewed by mutual agreement.

III. Schedule

1. The number of regular teaching hours will be 120 hours per month, which is approximately 30 hours per week for 4.3 weeks. Every effort will be made to standardize the number of working hours per week to 30.
2. Classes will be held from Monday to Friday.
3. Classes and teaching are scheduled in accordance with the needs of the Institute; reasonable efforts will be made to accommodate the Employee's requests.