

FORM 12



PLEASE TYPE COMPLETE DETAILS

Pass No. _____

EMPLOYMENT CONTRACT
(Local recruits sponsored by Parents / Spouse)

This Contract is made in Dubai, **Jafza**

On

BETWEEN

.....

Address

.....

Hereinafter called the **Company**

Represented by

.....

AND

.....

Address

.....

Hereinafter called the **Employee**

Nationality Passport No.

The Employee undertakes to work with the Company as

This Contract is valid for one year with the effect from
renewable automatically for the same period.

At a Basic Salary of Dirhams

The Company will provide the Employee with:

Accommodation

Food

Transport

Other benefits

Please state benefits you would like)

(Please specify Yes/No or mention allowance)

1. The first three months of employment shall be probationary. During this period either side may terminate the contract without notice.
2. This contract may be terminated:
 - a. By the Company without notice if the Employee is absent without permission for more than 7 days: violates safety rules; causes substantial loss to the Company; convicted of dishonesty; is drunk on duty; is ill-disciplined.
 - b. By each party giving 30 days notice in writing to the other (after the Probationary period).
3. Working
4. Overtime will be paid at 125% of the basic hourly rate.
5. The Employee will be entitled to Public Holidays, as notified for private Companies, with full pay.
6. The Employee will be entitled to 30 days leave per year of service.
7. Subject to medical recommendation, the Employee will be entitled to 15 days sick leave on full pay plus 30 days on half pay in any one year service. (In addition – Female employees are entitled to 45 days paid Maternity leave)
8. On termination, the Company will pay the Employee will be entitling to 21 days gratuity per each year of service, plus any unutilized annual leave, after the first year for which payment will be pro-rate for the period served.

This contract supersedes any previous dated contract between the Company and the Employee.

.....
Employee Signature

.....
Company
(Authorized Signatory & Stamp)

This contract is subject to the Jebel Ali Free Zone Authority Attestation.

Checked by

Approved by