

Employment Statement Template for Contract Workers

An **employment statement template** for contract workers provides a clear and professional outline of job terms, responsibilities, and compensation. This document ensures transparency and legal compliance between employers and contractors. It is essential for defining roles and protecting both parties in contractual agreements.

Employment Statement

1. Parties

Employer: [Company Name]

Address: [Company Address]

Contract Worker: [Contractor's Full Name]

Address: [Contractor's Address]

2. Position & Duties

Position Title: [Job Title]

Description of Duties: [Brief Description of Tasks and Responsibilities]

3. Contract Term

Start Date: [Start Date]

End Date: [End Date or Project Completion]

4. Compensation

Payment Rate: [Rate per hour/day/project]

Payment Frequency: [e.g., Weekly, Monthly, Upon Completion]

Method of Payment: [Bank Transfer, Cheque, etc.]

5. Working Hours

Expected Hours: [e.g., Monday-Friday, 9am-5pm or As Needed]

6. Confidentiality

The contract worker agrees to maintain the confidentiality of all company information, both during and after the term of this agreement.

7. Termination

This contract may be terminated by either party with [Notice Period, e.g., 2 weeks] written notice. Grounds for immediate termination include breach of contract or misconduct.

8. Agreement

By signing below, both parties agree to the terms and conditions outlined in this employment statement template for contract workers.

Employer Signature

Date: _____

Contractor Signature

Date: _____