

Employment Agreement Form Sample

With Probation Period

An **employment agreement form sample** with a probation period clearly outlines the terms and conditions of employment during the initial trial phase. This document helps both employer and employee understand their rights and responsibilities, ensuring a smooth onboarding process. It typically includes details about the probation duration, evaluation criteria, and potential outcomes after the probation ends.

1. Parties

Employer: _____

Employee: _____

2. Position & Start Date

Job Title: _____

Department: _____

Start Date: ____/____/_____

3. Probation Period

Duration: _____ (number of months/weeks) commencing from the start date.

Purpose: The probation period is intended to assess the suitability of the employee for the specified position.

Evaluation: Performance, behaviour, and suitability will be reviewed.

Outcome: Upon satisfactory completion, employment will continue; otherwise, employment may be terminated as per company policy.

4. Duties & Responsibilities

The employee shall perform the duties and responsibilities outlined in the job description and as reasonably assigned by the employer.

5. Salary & Benefits

Salary: \$ _____ per (month/year/hour).

Benefits: _____

6. Termination During Probation

Either party may terminate this agreement during the probation period by providing _____ days' written notice.

7. General Provisions

This agreement represents the entire understanding between the parties and supersedes any previous agreements. Modifications must be in writing and signed by both parties.

Employer Signature: _____ Date: ____/____/_____

Employee Signature: _____ Date: ____/____/_____