

Work Contract Form

Use this **work contract form sample** to establish clear employment terms while ensuring sensitive information remains protected with a confidentiality clause. This template is designed to help employers and employees agree on work responsibilities and confidentiality obligations. Customize it to suit your specific contract needs and safeguard your business information effectively.

1. Parties

Employer Name:

Employee Name:

2. Position & Duties

Job Title:

Job Responsibilities:

3. Term of Employment

Start Date:

End Date (if fixed-term):

4. Compensation

Salary or Wage:

Payment Frequency:

5. Confidentiality Clause

The Employee acknowledges that during the course of employment, they may have access to confidential and proprietary information belonging to the Employer. The Employee agrees not to disclose, use, or permit the use of any such information, directly or indirectly, except as required in the performance of their duties. This obligation of confidentiality shall continue both during and after the term of employment.

6. Signatures

Employer Signature:

Date:

Employee Signature:

Date: