

# Employment Contract Form Sample with Job Description

An **employment contract form sample** with job description provides a clear and legally binding agreement between employer and employee. It outlines the role, responsibilities, and terms of employment to ensure mutual understanding. This document is essential for formalizing the working relationship and protecting both parties' rights.

## 1. Employer and Employee Information

Employer Name	_____
Employer Address	_____
Employee Name	_____
Employee Address	_____

## 2. Job Description

Job Title	_____
Department	_____
Supervisor	_____
Primary Responsibilities	<ul style="list-style-type: none"><li>• _____</li><li>• _____</li><li>• _____</li></ul>

## 3. Terms of Employment

Employment Type	<input type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time <input type="checkbox"/> Temporary/Contract
Start Date	_____
Probation Period	_____
Work Schedule	_____
Compensation	_____
Benefits	_____

## 4. Confidentiality and Policies

The employee agrees to abide by all company policies and procedures and maintain the confidentiality of all proprietary information.

## 5. Termination

This contract may be terminated by either party with notice as specified below:

Notice Period: \_\_\_\_\_

## 6. Signatures

Employer Signature	_____
Date	_____
Employee Signature	_____
Date	_____

*This is a sample employment contract form. Please customize it according to your company's policies and local legal requirements.*

