

Employment Declaration Form

Part-time Staff

An **employment declaration form sample** for part-time staff helps streamline the hiring process by clearly outlining terms and conditions. This document ensures both employer and employee understand their rights and responsibilities. It is essential for maintaining accurate records and compliance with labor laws.

Personal Information

Full Name:

Address:

Phone Number:

Email Address:

Employment Details

Job Position:

Department:

Start Date:

Average Weekly Hours:

Declaration

I hereby declare that the information provided above is true and correct to the best of my knowledge. I accept the terms and conditions of my employment as a part-time staff member, including but not limited to working hours, pay, responsibilities, and adherence to company policies and procedures. I understand that any false information may lead to termination of employment.

Employee Signature:

Date:

Employer Signature:

Date: