

Employment Agreement

According to law, it is the responsibility of the employer to give to his/her employee a written summary of work arrangements within 30 days of the start of the employment. The employment of caregivers, au pair, housecleaning etc. are not unusual in this regard and require written down and signed information about their employments arrangement. This responsibility falls on the employer.

Employer Agreement

Signed at _____ (place) on the date _____ (day, month, year).

Between

Name _____ T.Z. _____

Address _____

(Henceforth: "the employer")

And

Name _____ T.Z. _____

Address _____

(Henceforth: "the employee")

Whereas: The employer is interested in hiring the employee as a _____ (type of work)

And whereas: The worker has expressed interest to work in the above position.

And whereas: The sides are interested in an agreement on the employment arrangements of the employee.

Therefore, the following has been agreed upon by the sides:

1. The job

- a. The employee will work in the role of _____
- b. In this work, the employee will carry out the following duties:

2. Days and Hours of Work

- a. Work hours of the employee will be on days _____ between the hours of ____ and ____
- b. On Fridays and holidays the worker will work between the hours of ____ and ____

3. Employment Period and Cessation of Work
 - a. The employment period of the employee will begin on _____ (day/month/year) and will continue unless one side informs the other, for any reason whatsoever, that it he/she wants to end the work relationship in compliance with advance notice according to law.
 - b. During the period between the date of receiving advance notice and the completion of the employment, the work will continue as normal.
4. Salary and Work Conditions

One may choose one of the below payment options or define in writing different conditions.

 - a. **Monthly Salary** + Payment of overtime hours
 - i. Gross monthly salary of the employee is fixed at _____ NIS.
 - ii. For every overtime hour, the employee will be paid _____ NIS.
 - b. **Hourly Salary**
 - i. For every hour of work, the employee will be paid _____ NIS.
5. Travel Expenses
 - a. The employee is eligible for payment for travel expenses to and from his/her place of work at a sum of _____ NIS.
6. Yearly Vacation
 - a. The employee is eligible for yearly vacation (as set in the Yearly Vacation Law, 1951). The date of vacation day(s) will be coordinated in advance with the employer.
7. Recuperation Payments
 - a. The employee is eligible for recuperation payments as defined by law.
8. Pension
 - a. After completing six months of work, the employee is eligible for pension payments as defined by law.
9. Taxes and Obligatory Payments
 - a. The employer will pay National Insurance fees as they apply to the employer according to law.
 - b. The employee will from his/her own pocket pay and be responsible for the payment of all taxes and necessary payments that apply to him/her according to law, including National Insurance, Health Tax, and Income Tax.
10. Any change whatsoever in this agreement will not be valid unless it is written down and signed by both sides.

And as evidence that both sides have signed:

_____ (the employer)

_____ (the employee)