

CONTRACT OF EMPLOYMENT



1. This agreement made this.....day of 20.....between of Box (Hereinafter referred to as the employer or company) of one party AND Mr./Miss/Mrs. Holding passport No..... ofnationality from with educational/professional qualification of..... (Hereinafter referred to as the employee) of the other party. This agreement is made in accordance with the Zanzibar Employment Act No. 11 of 2005.

2. WHEREBY IT IS AGREED AS FOLLOWS.

The employer shall employ the employee and the employee shall serve the employer as for the period of years commencing from This agreement may be renewed for further period (s) on terms similar to these present upon the consent of both parties.

PROVIDED FURTHER THAT this agreement shall be subject to an initial probation period ofduring which the agreement may be terminated if the employee is incompetent to carry out his/her duties. The termination in this period may be effected by either party giving the other a..... Notice in writing of his/her intention to do so or salary in lieu of such notice.

3. THE CONTRACT SHALL BE TERMINATED UPON THE FOLLOWINGS

This employment agreement, after the probation period and following legally acceptable reasons, may be terminated at any time by either of the parties hereto giving the other a..... notice in writing of his/her intention to do so or salary in lieu of such notice. Other causes of termination are:

- Expiry of the contract period.
• Upon the death of the employee.
• On medical grounds (after being approved by a doctor).
• On dismissal of the employee for employment.
• Any other legal acceptable reasons.

4. THE EMPLOYEE REMUNERATION SHALL BE.

- A basic salary of.....US \$ dollars (.....USD) payable every month not later than the last day of the month concerned.
▪ A Transport/Transport allowance ofwill be provided by the Employer.
▪ Accommodation/Accommodation allowance ofwill be provided by the employer.

The pension and other benefits in accordance with the Zanzibar Social Security Fund Act No. 2 of 2005 where by the employer shall deduct from Employee basic salary 7% and the employer shall contribute a further 13% the whole of which shall be remitted to ZSSF to cover employee's entitlements in accordance with the Labour laws.

5. HOURS OF WORK.

The employee shall work forhours a day (exclusive one hour for lunch /rest) or.....hours a week and that the employee shall have right to one day of in a week and all public holidays shall count as non working days. The employer may require the employee to work in overtime or on off day or public holidays and shall be paid in accordance with the Employment Act.

6. LOCATION.

The employee will perform his/her duties at the employer's premises atZanzibar, However, the employer has the right to place the employee at any place within Zanzibar without effecting negatively social and financial status of the employee.

7. LEAVE.

The employment shall be entitled toworking days annual leave. The employee will be provided with round ticket to and from his/her country annually. The employer may, when he deems necessary and subject to the consent of the employee, delay annual leave subject to an agreement being made in accordance to Employment Act.

8. MEDICAL COVERS.

The employer will arrange medical insurance to cover the employee for doctor fees, hospital fees and prescribed medicines within those limits set by the law. During any periods of absence due to any incapacity through illness, injury, accident or other cause, the Employee shall be entitled to full salary as stipulated by law.

The Employer may at any time demand from the Employee to provide satisfactory evidence of the existence of such incapacity.

In case the employee dies during his/her employment, the employer shall pay his/her legal representatives (if any) the salary payable hereunder for the current months or in proportionate part of the salary for the current month prior to his/her other benefits payable under any other law of Zanzibar. The employer shall also pay funeral expenses and transportation charges for the body of the deceased to the place of domicile or to such other place as agreed on commencement of the contract.

9. MISCONDUCT BY EMPLOYEE.

Disciplinary action may be taken against the employee when he/she breaches any conditions of Employment stated by the employment Act in force.

If the employee commits a major offence, he may be dismissed in accordance to the Employment Act.

10. BUSINESS DISCLOSURE.

The employee shall not under any circumstance disclose any matters relating to the Business of the employer, or any particulars of the employers clientele or utilize the same information and company property which is detrimental to business or damage to the company and for any purpose other than authorized and instructed or Government officials.

11. APPLICABLE LAWS.

In all other matters, this agreement shall be governed by Zanzibar Employment Act No. 11 Of 2005 and all applicable laws.

By appending my signature below, I agree to all the conditions detailed in this Agreement.

.....
Signed by the Employer and
Official stamp
Date.....

.....
Signed by the Employee
Date.....

CERTIFICATION

I hereby certify that I have read over and explained this agreement to the parties herein above and that with full understanding of the meaning of this agreement, have personally and voluntarily assented hereto.

.....
LABOUR OFFICER