Contract no………../ ……………

**Agreement for Contractual Employee**

**Rajamangala University of Technology Thanyaburi**

 This agreement for contractual employee is made at …………………………………………

on ………………………………………………….. between Rajamangala University of Technology represented by …………………………………. Position ……………………………….……………..

from president of Rajamangala University of Technology Thanyaburi as university command no…………………………………………… date …………………….……………….……………….

hereinafter referred to as “University” on the one part, and ……….…………….. age ….……..year/s

identification card no…………………………….. recent residence no. …………………….…….……

………………………………………………… village no. ……………… sub-district ……….………

district………………………….. province …………………… postal code ………………..................

telephone no………………………………………………. hereinafter referred to as “contractual employee” on the other part. The employer and employee hereby agree doing this agreement in accordance with the following conditions.

 Clause 1. University agrees to employ and contractual employee agrees to be an employee to the university as contractual employee in the position of ……………………………………………..

 Clause 2. Contractual employee shall be responsible to do the duty as stipulated in the job description that university specified in the supporting documents of the agreement. And or other job that will be assigned as part of this agreement and or those other documents as deemed part of this agreement.

 In the case, problem arises that are some work related in this agreement or not, or in some cases that is suspicious about the contents of this agreement. Or some contents of the supporting or attached documents in this agreement. It is the responsibility of the university to make decision and the contractual employee has to abide accordingly.

 Clause 3. The University agrees to employ the contractual employee for …….. year/s ………. month/s beginning from date…………… month……………… B.E …………………… until date…....………… month……………..… B.E ……………………

 Working period at the university is in the details which are attached to this agreement and the documents that supported to this agreement deeming to be part of this agreement.

 Clause 4. The University agrees to pay and the contractual employee agrees to get the monthly salary at the rate of ……………………….. Baht (………………...…………..……………..)

 However, the contractual employee is responsible to pay for the withholding tax and social security welfare, the university will deduct from the salary.

 Clause 5. The contractual employee may not get other benefits as determined by the university.

 Clause 6. The University will conduct an evaluation for the performance of a contractual employee as policy and method set by the university.

 Whatever the result of evaluation in the first paragraph is, that is final

Clause 7. During the period of this agreement the university has the authority to terminate the employment of the officer if there is one of the following reasons:

 1. Malpractice or intend to offense university

 2. Deliberately damaged university

 3. Negligence caused serious damage to university

 4. Not pass the performance evaluation per criterion that university determined.

 Clause 8. This agreement is terminated on:

1. Rescission of the agreement by the university when the result of performance evaluation as clause 7 (4);

2. Be allowed for resignation;

3. Death of contractual employee;

4. Completion of term employment;

5. Other reasons as university notification;

 Clause 9. The contractual employee must be responsible and disciplined, and admit all disciplinary action as university notification.

 Clause 10. The contractual employee has to earnestly work with honesty, truthfulness and fully perform the duty by seeking new knowledge and any more skills or other actions that will result to more quality of work. In order that, contractual employee has to protect the interests of the university and reputation of the university and must conceal the official secret and data from others without permission of the responsible person of that work.

 Clause 11. In case the contractual employee refrains from work before completion of the term of employment as stated in clause 3 or doing any work that causes damage to the university during period of this agreement, contractual employee agrees to pay the indemnification to the university an amount on the date that have set by the university for compensation and agrees that the university will deduct from contractual employee’s salary or from other budget that officer can get from for the payment of indemnification except the damage is caused by accident (force majeure).

 Clause 12. During period of this agreement, if the contractual employee would like to terminate this contract before expiration date it is necessary to inform the university with a letter in advance not less than 30 days otherwise the contractual employee is responsible to pay the indemnification of this termination.

Clause 13. During the period of this agreement, the contractual employee agrees that the university can change the type of employee or transfer the position or working place or to be work for others as university deemed appropriate for consideration whether regular or temporary.

 Clause 14. The rights, duties and responsibilities of the contractual employee besides from not specified in this agreement must be in accordance to the law, rule, regulation, announcement, instruction or resolution as defined by the government.

Clause 15. The contractual employee who stays in the university housing has to make a memo of consent that the university will deduct the cost of public housing welfare, insurance for damages, parking fee, public utility and other expenses that official welfare committee of Rajamangala University of Technology Thanyaburi charged.

 Clause 16. The university will conduct a random urine test without notice. Due to the university policy to be white university.

 This agreement is made in duplicate and both parties have read fully understand the contents therein, and accordingly sign names as evidence hereof in front of witnesses. Both side has keep one copy each.

 Signature ……………………………… University

( )

 Signature ……………………………… Officer

( )

Signature ……………………………… Witness

( )

 Signature ……………………………… Witness

( )

**Supporting Document of Contractual Employee**

**Position ……………………………………….**

**1. Responsibility**

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**2. Official Time Record**

 Official Standard Time

 Working for the following time ………………………………………………………

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 Other …………………………………………………………….……………………..

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