ETHEOS IMPRINT TECHNOLOGY SDN BHD 永騰印刷技術有限公司 (362823-K) (199501033621)
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ISO 9001:2015
Registration No.: 000259-1-MY-1-QMS

EMPLOYMENT CONTRACT

The Employment Contract is made and entered into on Date: «datejoin» by and between **«cname»** (herein after called the Employer)

AND

Employee «name» of Passport No: «add1» both of whom voluntarily agree to bind themselves to the following terms and conditions as per interview held and Letter of Acceptance-cum-Appointment signed on in _____.

Dear «name»,

I am pleased to offer you the appointment of factory general workers.

Your terms of contract are as follows:

1. Basic Salary:
   RM«salary» per month.

2. Duration of Contract:
   The duration shall be Three (3) Years.

3. Traveling expenses:
   The traveling expenses from _____to Kuala Lumpur International Airport shall be borne by the Employee and the expenses of the air passage from Kuala Lumpur International Airport to _____shall be borne by the Employer upon completion of the working contract.

4. Accommodation:
   Provided by the employer FREE, and is subject to changes from time to time as declared by Malaysia Government.

5. Food:
   Not provided.

6. Working days and working hours:
   Normally, working days shall be six days per week, 7.5 hours per day, and 45 hours per week.

7. Overtime:
   If the employer requests the worker to work overtime or on holidays, the employer shall pay for overtime rate according to Malaysia's labour laws and regulations.

8. Leave benefits:

	Annual Leave	Medical Leave
Service more than 1 year less than 2 years:	8 days	14 days
From 3rd years to 5th years :	12 days	18 days
More than 5 years :	16 days	22 days

Public holiday: 11 days per year

9. Medical benefit:
The Employer will provide free medical treatment, except for self-inflicted injuries and sexually transmitted diseases.

10. Insurance:
The employer shall provide Foreign Worker Compensation insurance against death or injury according to the laws of the country of employment.

11. Deceased:
In the event of any Employee dies in the cause of this employment the Employer shall be responsible to arrange for the body of deceased to be repatriated to his next of kin in _____and necessary repatriated expenses shall be borne by the Employer.

12. EPF:
Foreign workers are not eligible for this scheme.

13. Restriction:
(a) That the Employee shall not marry any Malaysian and shall not participate in any political activities and activities of those connected with the Trade Union in Malaysia.
(b) That the Employee shall not change his employment during the contract period and shall not carry or do business without written permission from the Employer.
(c) That if the Employee is found creating social problems and or engaged in any illegal subversive or criminal activities, he will be dismissed with immediate effect and will be repatriated to _____at his own expense.

14. Other terms and conditions:
Other terms and conditions favorable to the Employee not covered and which are provided by the laws of the country of employment shall apply and shall be part of the contract.

15. Termination of Services:
If any employee is terminated on health reasons, he will be repatriated at the expense of the employer and if the employee is terminated on disciplinary grounds, he will be repatriated at his own cost.

16. Certification:
The Employer and the Employee shall read and fully understand this agreement and certify that the terms and conditions and the application constitute their entire agreement or understand that aside from this contract shall be considered null and void.

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In witness where of the parties here to have voluntarily signed and caused this contract to be executed on the date first above written.

Thank you.

Yours faithfully,

AC Tan

«pname»
«pjobtitle»

I «name», having read and fully understood the terms and conditions above hereby accept the post of factory general worker, and shall be able to report for duty on «datejoin».

.....

(Signature)