

CASUAL EMPLOYMENT AGREEMENT

PRIVATE AND CONFIDENTIAL

John Doe
ddd
Sampleville VIC 3000

Dear John,

Demo Agency is pleased to offer you casual employment for the position of Carpenter with the following details:

Client Name: Dunwood Test
Site Supervisor:
Site Address: Project 1
(or elsewhere as reasonably directed by the client)
Start Date: 02/09/2019
Start Time: 08:30:00

As discussed with you, each occasion that you work will be a separate contract of employment which ceases at the end of that engagement (i.e when that assignment/engagement ends). Being a casual employee there are no guarantees of ongoing or regular work. This agreement is of a casual nature, therefore there are no entitlements to paid leave of any kind and your employment may be terminated by either party by given notice of one (1) hour. The duration of this agreement may be furthermore varied by the Demo Agency client with one (1) hour notice.

Pay Rates for this assignment are as follows:

Pay Item	Pay Rate
Normal Hours	\$40.00
Time & 1/2	\$55.00
Double Time	\$80.00
Double & 1/2	\$100.00
PM Shift	\$46.00
Night Shift	\$52.00
Bonus	\$10.00

Demo Agency will also contribute superannuation payment on your behalf in accordance with the *Superannuation Guarantee (Administration) Act 1992*.

The pay structure for this agreement will be weekly Monday to Sunday, with payment of wages to be deposited Thursday of the week following into your nominated bank account.

Demo Agency Ltd
111 First Ave
Springfield QLD 4244
www.demoagency.com

Timesheets are your responsibility and if not completed correctly and in full may result in a delay of payment of your wages. Your timesheet must always be signed by an authorised client representative or supervisor and must be forwarded to Demo Agency no later than 11.00am Monday.

TERMS & CONDITIONS OF EMPLOYMENT

- On each occasion that you work you will be required to perform your duties and any other duties the client may assign to you, having regard to your skills, training and experience, to the best of your abilities at all times.
- Use your best endeavours to promote and protect the interests of Demo Agency and their client.
- Behave in a manner where all members of the workforce are treated with courtesy, dignity and respect.
- Follow all reasonable and lawful directions given to you by the client, including complying with policies and procedures as amended from time to time.
- Comply with Health and Safety requirements and any legislation relevant to your workplace and job tasks.
- Follow all safety procedures and directions as per the requirement set out by Demo Agency, the client and/or the site at which you are working.
- Wear required PPE at all times and as instructed.
- Be well rested and free from the effects of drugs or alcohol while in the workplace.
- Blood alcohol level must be 0.00 while in the workplace at all times.
- No possession or use of illegal drugs while in the workplace at all times.
- The ability to work may also be affected by prescribed medications – seek your doctor's advice and if you believe you are unfit for work report to your supervisor and do not present to work.

REPORTING OF INJURIES

All employees are protected by the Worker's Compensation Insurance of Demo Agency whilst carrying out normal duties as an employee. It is imperative that any Demo Agency employee who suffers an injury reports the incident as soon as possible to their Demo Agency contact or a Demo Agency manager as well as the site supervisor.

CONFIDENTIALITY

By accepting this letter of offer, you acknowledge and agree that you will not during the course of your employment or thereafter, except with the consent of Demo Agency, as required by law or in the performance of your duties, use or disclose confidential information relating to the business of the employer, including but not limited to client lists, trade secrets, client details and pricing structures.

ACCEPTANCE

Upon acceptance of this agreement, you agree to complete the assignment. In the event, you are terminated due to behavioural or performance related issues, Demo Agency reserves the right to recover costs related to removal from site.

Should the employee be unable to attend work at any time during the assignment period, the employee agrees to give sufficient notice to a Demo Agency representative.

The terms and conditions referred to in this letter may only be varied by a written agreement signed by both you and the Demo Agency.

Employees and employers may also seek information about minimum terms and conditions of employment from the Fair Work Ombudsman. They are contactable on 13 13 94 or at www.fairwork.gov.au.

For general enquiries or assistance during your employment please contact the Demo Agency contact listed below.

I, John Doe, have read and accept this casual employment agreement from Demo Agency on the terms and conditions set out in the letter.

Signature _____ Date ____/____/____

Demo Agency Witness _____ Signed _____

Normal Hours