

Standard Employment Contract

Under this employment agreement (“Agreement”) made and entered into by and between ABC Co., Ltd. (hereinafter referred to as “Company”) and XYZ (hereinafter referred to as “Employee”), the Company and the Employee (“Parties”) hereby agree as follows and warrant good-faith implementation thereof:

1. Term of Contract : The Parties agree that this Agreement is an open-end employment contract that is effective as of insert date.
2. Place of Work and Duties
 - a. Place of work (department): insert the place of work or department.
 - b. The Employee's duties: insert the descriptions of the work.
 - c. If need be, the Company may change the place of work and duties in consideration of the Employee's opinion.
3. Working and Recess Hours
 - a. Working hours : from 9 a.m. to 6 p.m. (Recess hours: from 12:00 to 13:00).
 - b. The Company may, with consent of the Employee, extend the working hours by a maximum of 12 hours a week.
4. Working Days and Holidays
 - a. The Employee's working days shall be from Monday to Friday each week, provided that Saturdays (off-duty without pay) and holidays may not be included in such working days.
 - b. Weekly holidays shall be Sunday (or insert any other day) of each week, and the paid holidays shall be given as stipulated in the Act on Public Holidays.
5. Vacation

As for annual paid leave and menstruation leave, the Parties shall comply with relevant provisions of the Labor Standards Act.
6. Wage
 - a. Monthly wage: _____
 - b. The wage for the Employee shall consist of base pay, statutory allowances (overtime, night and holiday pay, etc.), etc., and for further details of the wage, the Parties shall comply with the provisions of the Rules of Employment.
 - c. The Company shall directly pay the above-indicated wage to the Employee on insert date of each month (covering the immediately preceding month from its first day to the last day) in cash or through a bank account under the name of the Employee.
7. Miscellaneous

As for any matters not stipulated in this Agreement, the Parties agree to comply with labor laws including the Labor Standards Act as well as the Rules of

Employment.

insert date

Company

Address:

Telephone No.:

Company Name:

Company Representative:

(sign or affix seal)

Employee

Address:

Telephone No.:

Date of Birth:

Name:

(sign or affix seal)