

Unlimited time work contract No.	Personal identification number:
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Name of the entity, registered office, address, KRS number, NIP (VAT number), REGON

the **Employer,**

and

.....

Name and surname, domicile address.

the **Employee.**

§ 1

1. The Employee shall be employed for unlimited time as of
2. The Employee shall be employed at the position of
3. The work shall start on [date].....
4. Place of work:
5. Working time standard: full-time – 8 hours day of work, 40 hours a week, months settlement period.
6. The employee shall perform the work from-to [hours]
7. The manner of confirmation of arrival to, and presence at work:
8. Pursuant to Article 36 § 1 of the Polish labour code, the notice period regarding termination of this contract depends on the duration of the employment period with the Employer, and shall be as follows:
 - a) 2 weeks, if an employee has been employed for the period not exceeding 6 months,
 - b) 1 month, if an employee has been employed for the period of at least 6 months,
 - c) 3 months, if an employee has been employed for the period of at least 3 years.
9. The Employee represents that he/she has been made aware by the Employer of the fact that the Employer shall monitor the use of the company's computer hardware including the software, and of disciplinary measures resulting from its use contrary to the intended use.
10. The Employee represents that he/she consents to his/her image being published with the name and surname, and the position taken, on the Employer's website, during the entire term of the employment, in the section presenting the Employer's team.
11. The Employee's responsibilities shall include:

§ 2

1. During the term of the contract the Employee shall receive monthly gross salary of PLN (net salary PLN).
2. The salary shall be paid in arrears, before or on 10th day of each month following a worked calendar month, to the bank account indicated by the Employee.

CONTRACT TEMPLATE WAS PREPARED PRO BONO BY A MEMBER COMPANY OF THE WIELKOPOLSKA CHAMBER OF COMMERCE AND INDUSTRY:

MTL Kaszyńscy i Wspólnicy
 Adwokaci i Radcowie prawni Sp. p.



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§ 3

1. During the term of the contract, the Employee undertakes to protect proprietary know-how and confidential trade information (company secrets) against illegal acquisition, use and disclosure. The company secret shall include, e.g. any personal data of temporary workers, information on their employment, information concerning business clients of the company, and the manner of execution of external commissions, as well as information contained in the Employer's database, which constitute the confidential know-how of the company.
2. Any information of particular value for the Employer and obtained by the Employee during the employment, i.e. customers database, know-how, and any confidential trade, technical, technological, organizational information, with regard to which the Employer has made efforts to keep them secret, shall form the company secret and must not be used or disclosed by the Employee, also after the expiry of the employment relationship. If such information is disclosed or used, the Employer may claim compensation from the Employee, as provided for in the applicable legal regulations.

§ 4

1. This Contract has been drawn up in two countercopies, one for each Party.
2. Any amendments hereto shall be made in writing under the pain of nullity.
3. To matters which are not covered by this contract the Polish legal regulations, and in particular the labour code shall apply.

.....
EMPLOYER

.....
EMPLOYEE

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