#### EMPLOYMENT AGREEMENT

This agreement for employment is made on this day April 1st, 2014, between Takatsuki City Board of Education (hereafter called the Employer), and Mr. (hereafter called the Employee).

The Employer shall employ the Employee subject to the following terms and conditions:

# Article 1

The Employee shall to the best of his ability use the utmost due care and attention, whilst in charge of duties and service to faithfully observe all rules and regulations issued by The Employer, and shall abstain from committing any act which may harm The Employer's reputation as a public organization or in any other way cause disgrace, detriment or damage to The Employer.

## Article 2

- a) Staff described hereunder shall be employed as a Supervisor for Assistant English Teachers on a part-time basis.
- b) Working days will be from Monday to Friday except national holidays and the days from August 7<sup>th</sup> to August 15<sup>st</sup>, and from December 26<sup>th</sup> to January 6<sup>th</sup>. The Employee shall work on additional days by the request of the Employer.
- c) Daily working hours will be from 9:00a.m. to 5:15 p.m. including 45 minute lunch break.

## Article 3

Other part-time employment activities are not allowed without permission from the Employer.

# Article 4

- a) The Employer will pay ¥24,000 per day.
- b) Payment will be made on the 15<sup>th</sup> day of every month. It will be transferred into the bank account of the Employee.
- c) Income tax will be deducted from the Employee's wages each month as required by Japanese Law.

#### Article 5

In the case of illness or injury, the employee shall inform the Education Supervisor of the Takatsuki Educational Center without undue delay, and a medical doctor's certificate evidencing inability to work should be submitted to the Employer for an absence of more than a week.

# Article 6

The Employer shall be at liberty to dismiss the employee immediately without any obligation in the case of the employee breaching any of the above articles specified in this agreement and/or any misdeed or fault which may cause damage or loss to the Employer, including lateness, tardiness, or any other unexplained absence which may cause detriment to the Employer.

# Article 7

The term of this contract shall be in effect from April 1st, 2014 to March 31st, 2015.

## Article 8

Should any doubt, questions or any unexpected circumstances arise from the contents of this agreement, the matter shall be settled by negotiations between the Employer and the Employee.

EMPLOYER	EMPLOYEE	
The Chief of Education Center		
Takatsuki City Board of Education	n en	