



Drafting Employment Contract

NALSAR University of Law



What is an employment Contract

- Employment Contract is an agreement signed by the employee and employer regarding the rights, responsibilities and obligations of both parties during the period of employment.
- 



Drafting of an Employment Contract

- Whether **Fundamentals** of Contract Law are satisfied???



Main Elements to be included

- Duration of Employment
- Salary or wages
- General Responsibilities
- Work Schedule
- Benefits
- Confidentiality
- Non-Compete Agreement
- Termination Details



Benefits of Employment Contracts

- It is a legally binding document which reduces the chances legal actions
- It helps to know, what is expected from both parties
- The Paid time off portion of an employment contract helps to limit your employee's overtime pay and holiday pay
- Confidential information can be protected



Drafting of Employment Contract

- 
- Title of Employment Contract
 - Identity of Parties
 - Job Title and Description
 - List of terms and Conditions (Like Salary, Bonus and benefits)
 - Length of Employment
 - Outline of Job Responsibilities
 - Holidays and Leaves
 - Communication Channels
 - Use Specific Contract Terms
 - Training Bonds



Drafting of Employment Contract

- Confidentiality and privacy
 - Intellectual Property Clauses
 - Restrictive Clauses
 - Non-Compete Clause
 - Non-Solicitation Clause
 - Non-poaching Clause
 - Termination and Severance
 - Include compensation Details
 - Dispute Settlement Clause
 - Date and Signature of Parties
- 



Points to be considered

- Clearly Establish the proper and efficient lines of communication
- To be easily understandable
- Try to avoid unnecessary terms and Conditions



DOUBTS ???



Thank You

Dr. A Sridhar

FCS, LL.M, Ph.D. in Law

Assistant Professor

NALSAR University of Law