

Temporary Employment Agreement

This refers to your application and the interview that followed. We are pleased to appoint you to the position of _____, with effect from _____ until _____, subject to the terms and conditions stated below:

You will receive a consolidated monthly remuneration of Rs. _____. No additional allowances shall be payable. You will, however, receive applicable statutory benefits such as ESI and EPF. You will not be eligible for benefits available to the organisation's regular employees. Holidays and leave will be granted as per the prevailing legal provisions.

This appointment is strictly temporary and limited to the fixed duration mentioned. On completion of this period, your engagement will automatically cease, and you shall have no right or claim to the post thereafter.

If the management chooses to continue your services beyond the specified term, it will be communicated to you in writing. Unless an explicit written extension is issued, your services shall not be required after the stated end date.

Although you are presently appointed for the unit at _____, the organisation reserves the right to transfer you to any existing or future branch, unit, or sister concern based on manpower needs.

Your services may be terminated at any time during the tenure of your employment without assigning any reason.

You must follow all rules, policies, and regulations of the organisation and maintain proper discipline at all times.

Kindly sign the duplicate copy of this appointment letter as confirmation of your acceptance of the above terms and conditions.

For _____ (Company)

Manager HR / Director

Accepted

Employee: _____