

JOB DESCRIPTION TEMPLATE

This Job Description Template ("Agreement") is entered into on the ____ day of ____, 20__, by and between _____ ("Employer"), located at _____, and _____ ("Employee"), residing at _____.

1. POSITION TITLE

The position title for this role is _____.

2. JOB SUMMARY

The Employee shall perform the duties and responsibilities as outlined in this Agreement and as further detailed in the attached job description, which is incorporated herein by reference.

3. ROLES AND RESPONSIBILITIES

The Employee shall be responsible for the following duties:

4. QUALIFICATIONS

The Employee must possess the following qualifications:

5. EXPECTATIONS

The Employee is expected to meet the following performance standards:

6. COMPENSATION

The Employee shall receive compensation as follows:

Salary: \$ _____ per

Benefits: _____

7. TERM

The term of this Agreement shall commence on the 26th day of June, 2025, and shall continue until terminated in accordance with the provisions of this Agreement.

8. TERMINATION

This Agreement may be terminated by either party upon giving _____ days written notice to the other party. Termination may also occur immediately for cause, including but not limited to, breach of this Agreement, misconduct, or failure to perform duties.

9. CONFIDENTIALITY

The Employee agrees to maintain the confidentiality of all proprietary information, trade secrets, and sensitive data of the Employer both during and after the term of employment.

10. NON-COMPETE

The Employee agrees that for a period of _____ months following the termination of this Agreement, he/she will not engage in any business or employment that competes with the Employer within a _____ mile radius of the Employer's primary business location.

11. GOVERNING LAW

This Agreement shall be governed by and construed in accordance with the laws of the State of _____ .

12. SEVERABILITY

If any provision of this Agreement is found to be invalid or unenforceable, the remaining provisions shall continue in full force and effect.

13. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the parties and supersedes all prior agreements, understandings, or representations, whether oral or written.

14. AMENDMENT

This Agreement may only be amended or modified by a written agreement signed by both parties.

15. NOTICES

Any notice required or permitted under this Agreement shall be in writing and shall be deemed delivered when delivered in person or deposited in the United States mail, postage prepaid, addressed as follows:

To Employer: _____

To Employee: _____

16. DEFAULT AND REMEDIES

In the event of a default under this Agreement, the non-defaulting party shall be entitled to pursue all remedies available at law or in equity, including but not limited to, injunctive relief and specific performance.

17. INDEMNIFICATION

The Employee agrees to indemnify and hold harmless the Employer from any claims, damages, liabilities, and expenses arising out of or related to the Employee's breach of this Agreement or negligent acts.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above written.

Signature: _____

Date: _____

Print Name: _____

Signature: _____

Date: _____

Print Name: _____

WITNESS:

Signature: _____

Date: _____

Print Name: _____

NOTARY PUBLIC:

State of _____

County of _____

On this _____ day of

_____, 20 _____,

before me personally appeared _____ , to me known to be
the person described in and who executed the foregoing instrument, and acknowledged that
he/she executed the same as his/her free act and deed.

Signature: _____

Date: _____

Print Name: _____

My Commission Expires: _____