

Prince of Songkla University Employment Contract (for Foreign Employees)

This contract is signed on (date).....
at.....by two parties : Prince of Songkla University,
represented by.....holding the position of
.....hereinafter referred to as “employer”, and
Mr./ Mrs./ Ms. (first name)..... (last name).....
born on (ndate).....age.....years, residing at address (number, road,
district, province).....
(name of spouse, if applicable, Mr./Mrs.....), hereinafter
referred to as “employee”.

The two parties consent to the following agreement.

No.1 University agrees to hire Mr./Mrs./Ms.
as a university employee for the position of
at faculty/department..... of Prince of Songkla University, starting
from (date)..... until retirement. The employee agrees to work in this position
according to the work identification and obligations assigned by the supervisor.

In performing the employment contract, University can assign their employee to work
any other function that stated above or work in any part of the university or workplace as it deems
appropriate.

No.2 For the entire duration of the employment under this contract, the employee
agree to devote all his/her time to performing his/her duty with the utmost efficiency, honesty and
perseverance, to strictly comply with all the orders given and assignments set by university, not to
conduct him/herself to the detriment of the employer, to be governed by all the regulations, rules,
codes of practice and the stipulations made by the Personnel Administrative Committee of Prince of
Songkla University for this contract, and any new regulations that might be stipulated in the future,
and to agree that all the aforementioned rules, regulations and codes of practice are a part of this
contract.

No.3 The University agrees to pay monthly remuneration to the employee in
accordance with the rules and procedures prescribed by the University.

No.4 For the entire duration of the employment under this contract, in cases in which the employee is not capable of carrying out his/her duties, or is not suited to perform his/her duties, or behaves inappropriately, the employee is deemed to be responsible for the loss he/she agrees to compensate at the time that University called for redress.

No.5 This contract will terminate when the employee ceases to be a university employee in accordance with the regulations of Prince of Songkla University.

No.6 When the contract terminates for any reason, the employee must return their work and university properties in his/her responsibility to the University immediately.

No.7 The document of Agreement to Job Description attached, will be considered as part of this contract.

This contract is produced in two copies, containing the same contents. The employee has read and thoroughly understood the terms and conditions of this contract, and he/she considers it is correct and in accordance with its intended purposes. He/she therefore agrees to sign this contract.

(Signature).....university authority
()

(Signature).....employee
()

(Signature).....witness
()

(Signature).....witness
()

Agreement to Job Description

The following is the job description of
in accordance with the attached Employment Contract of the Prince of Songkla University
dated.....

1.
2.
3.
4.
5. Others work and obligations assigned by the supervisor

Noted

1. The job description agreed to by both the faculty/department and the employee will be incorporated in the employee's performance appraisal.
2. The job description must be specified in detail on this form or in a separate document using the same format. It should be attached to the contract, indicating the number of pages added with the employee's signature on every page.