**FIXED TERM EMPLOYMENT CONTRACT – AGRICULTURE INDUSTRY (ZIMBABWE)- TEMPLATE**

This Employment Contract is made and entered into on this \_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_ between:

Employer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Name of Farm / Estate)

The employee is employed on fixed term contract in the Agriculture Subsector:

☐ Agro
☐ General Agriculture
☐ Horticulture
☐ Tea and Coffee
☐ Timber

☐ Sugar-cane
☐ Kapenta

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

AND

Employee:

Full Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Birth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I.D Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Gender: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## 1. Position and Grade

The Employee shall be employed in the capacity of: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

NEC Grade: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Department / Section: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Reporting to: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## 2. Contract Duration

This is a fixed-term contract commencing on the \_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_ and ending on the \_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_, unless terminated earlier in accordance with this agreement or governing law.

## 3. Place of Work

The Employee shall perform duties at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Farm / Estate name and location), or any other site as reasonably assigned by the Employer.

## 4. Working Hours

The normal working hours shall be from \_\_\_\_\_\_ a.m. to \_\_\_\_\_\_ p.m., totaling \_\_\_\_\_ hours per day and \_\_\_\_\_ days per week, subject to the provisions of the NEC Collective Bargaining regulations.

## 5. Remuneration

The Employee shall be paid a gross monthly wage of ZWL$ \_\_\_\_\_\_\_\_\_\_\_ US$ \_\_\_\_\_\_\_\_\_\_\_ (*May not be less than the minimum wage as may be reviewed from time to time through NEC CBA*)

Wages shall be payable on or before the \_\_\_\_\_\_\_\_\_\_ of every month.

Pension and Statutory Deductions: ☐ NSSA  ☐ ZIMDEF  ☐ NEC  ☐ Others: \_\_\_\_\_\_\_\_\_\_\_

## 6. Leave Entitlements

- Annual Leave: Accrued at a rate of \_\_\_\_\_\_\_\_\_\_\_ days per month.

- Sick Leave and Maternity Leave shall be granted in accordance with the provisions of the Labour Act and NEC regulations.

**7. Allowances and Benefits**

Minimum allowances shall be as specified in the collective bargaining agreements in force at any time during the currency of this contract.

Specify any other benefits:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## 8. OTHER TERMS AND CONDITIONS

1. Accommodation Provided: ☐ Yes  ☐ No  If Yes, specify: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Uniforms/Protective Clothing Provided: ☐ Yes  ☐ No  Details: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Medical Aid (if applicable): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
4. Tools and Equipment Provided: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## 9. Duties and Responsibilities

The Employee agrees to carry out all lawful instructions and duties assigned by the Employer, including but not limited to:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## 10. Disciplinary and Grievance Procedures

The Employer shall make available the Code of Conduct that is in force. The Employee agrees to adhere to the Code of Conduct that is in force, in default of which the NEC Agriculture collectively bargained code of conduct shall apply as amended from time to time, which outlines procedures for managing misconduct and disputes. All disciplinary matters shall be addressed in accordance with this Code and the Labour Act [Chapter 28:01].

## 11. Termination of Contract

This contract may be terminated upon the expiry of the fixed term, by mutual agreement, or for cause as stipulated by the Labour Act and the conditions prescribed in the Conditions of Service Collective Bargaining Agreement that is in force for the Agricultural industry. Notice periods shall be as prescribed under applicable law, provided that no further notice is required when the contract is terminated through expiry of the fixed term.

## 12. Acknowledgment and Acceptance

By signing this contract, both parties confirm they understand and accept the terms and conditions herein.

Signed at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ on this \_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_.

Employer

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Full Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Designation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Employee

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Full Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Witness (Employer Representative)

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Witness (Employee Representative)

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Disclaimer and Hold Harmless Clause**

**Disclaimer: Illustrative Purposes Only**

This draft contract of employment is provided solely for illustrative and informational purposes and does not constitute legal, commercial, or professional advice. It is not intended to create, and shall not be construed as creating, any legally binding obligations between the parties. Users of this draft are advised to seek appropriate legal guidance and to adapt the contract to suit their specific operational, legal, and regulatory context.

**No Liability**

NEC Agriculture expressly disclaims any and all liability whether direct or indirect, arising from the use, reliance on, modification of, or failure to adapt this draft contract for actual use in employment or in any other context.

**Hold Harmless**

By using this draft contract, the user agrees to hold harmless and indemnify NEC Agriculture, its officers, employees, agents, and affiliates, from and against any claims, liabilities, losses, damages, or expenses (including legal fees)arising from or related to the use or misuse of this illustrative document.