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## **Employment Contract: Cooking Block**

Entered Into Between:      Forty North Catering, LLC DBA Cooking Block (Employer)  
721 Nevada Street #407  
Redlands, CA 92352

and

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### **1. Commencement:**

This contract will begin on \_\_\_\_\_ and continue until terminated as set out in clause 4.

### **2. Place of work:**

Cooking Block  
721 Nevada Street #407

### **3. Job description**

Cooking Class Instructor

### **Duties:**

1. Provide friendly and supportive instruction for students.
2. Collaborate with management in all aspects of course outlines including menu planning, inventory controls and marketing.

### **4. Termination of employment** (See Guidelines 1 and 2)

Termination of this contract will require 2 week notice. Notice must be given in writing.

## 5. Wage

5.1 The employees wage shall be paid on a per class basis at a rate of: \_\_\_\_\_ .00

5.2 Employee will receive payment via direct deposit biweekly for classes held during that pay period.

5.3 All federal, state and local taxes will be withheld automatically.

## 6. Hours of work

Hours of work will be determined by the date and time classes are held as mutually agreed upon by employee and Cooking Block.

## 7. General

Any changes to this agreement will only be valid if they are in writing and have been agreed to and signed by both parties.

THIS DONE AND SIGNED AT \_\_\_\_\_ ON THIS \_\_\_\_\_ DAY  
OF \_\_\_\_\_ 20 \_\_\_\_\_

EMPLOYEE

\_\_\_\_\_

EMPLOYER

\_\_\_\_\_

### GUIDELINES:

#### 1. Notice period and termination of employment.

In terms of the Basic Conditions of Employment Act, any party to an employment contract must give to the other written notice of termination as follows:

One week, if employed for four weeks or less;

Two weeks if employed for more than four weeks but less than one year; and

Four weeks if employed for one year or more.

#### 2. Procedure for termination of employment.

Whilst the contract of employment makes provision for termination of employment, it must be understood that the services of an employee may not be terminated unless a valid and fair reason exists and fair procedure is followed. If an employee is dismissed without a valid reason or without a fair procedure, the employee may approach the CCMA for assistance. In the event of an employee being unable to return to work due to disability, the employer must investigate the nature of the disability and ascertain whether or not it is permanent or temporary. The employer must try to accommodate the employee as far as possible, for example, amending or adapting their duties to suit the disability. However, in the event of it not being possible for the employer to adapt the employee and/or to find alternatives, then such employer may terminate the services of the employee.

The Labour Relations Act, 66 Of 1995, sets out the procedures to be followed at the termination of services in the Code of Good Practice, in Schedule 8 The Basic Conditions of Employment Act prohibits employment of any person under the age of 15 and it is therefore important for an employer to verify the age of the employee by requesting a copy of the identity document or birth certificate.