Employment agreement

Template in English for North Macedonia

Tick ☒ the boxes that apply. Have it checked by a lawyer before signing.

Template for an employment relationship. The employer completes it with the employee and legal adviser in accordance with current law, the collective agreement and rules applicable to the position.

Parties

Employer and registration number _____

Registered office and address _____

Authorised representative _____

Employee full name _____

Home address _____

Identity document _____

Phone or email of the parties _____

Work and duration

Place and date of signing _____

Position / job title _____

Place of work _____

Start date _____

Duration ☐ Permanent ☐ Fixed term until: _____

Working time ☐ Full-time (40 h/week)
☐ Part-time, hours/week: _____

Working days ☐ Monday – Friday ☐ Monday – Saturday
☐ According to schedule

Shifts ☐ Yes ☐ No

Pay and compensation

Gross monthly base salary in MKD _____

Allowances ☐ Meals ☐ Transport ☐ Night work
☐ Overtime ☐ Length of service

Salary is paid ☐ By the 15th of the following month
Other: _____

Payment method ☐ To a bank account ☐ In cash

The employer calculates and pays salary, tax and contributions in accordance with applicable legislation and collective agreements. The specific terms are checked with an accountant and legal adviser.

Employment agreement

Template in English for North Macedonia

Tick ☒ the boxes that apply. Have it checked by a lawyer before signing.

Leave and working conditions

Annual leave
- ☐ By law (min. 20 working days)
- ☐ Working days: _____

Probation period
- ☐ None
- ☐ 1 month
- ☐ 3 months
- ☐ 6 months

Overtime
- ☐ None
- ☐ By law, paid

Protective equipment
- ☐ Work clothes
- ☐ Safety shoes
- ☐ Helmet
- ☐ Gloves
- ☐ Not needed

Occupational safety training
- ☐ Yes
- ☐ No

The employee exercises rights to rest, safety, equal treatment and protection at work under mandatory rules. The employer arranges the relevant registration and insurance before the start of work, following the legal procedure.

Rights and obligations

The employee performs the duties of the position and follows lawful instructions, workplace safety rules and confidentiality requirements for protected data. The employer provides the agreed conditions, equipment and payments. Liability and confidentiality are limited by law.

Description of duties and person in charge

_____

_____

Amendment and termination

Amendment and termination of employment follow applicable law and collective agreements. Notice periods, grounds, procedure and relevant rights are completed after legal review.

Notice period
- ☐ By law
- ☐ 1 month
- ☐ 2 months

Applicable collective agreement or rules _____

Additional conditions and attached documents _____

The employee receives a copy of the signed agreement. The parties complete every applicable field and confirm that they have read its contents. The employee's mandatory statutory rights remain applicable.

Employer

_____

Employee

_____