

## Casual employment agreement

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This document is part of a LexisNexis suite of Employment Agreements, prepared by Specialist Editor **Justine Turnbull, Partner,**

This precedent is current to **16 May 2014**.

### Introductory note

This precedent is a basic, short form agreement for casual employees.

It contains specific provisions to deal with casual employment. As a reference to the relevant and applicable law, the agreement may be either retained or discarded depending on the jurisdiction. It does not attempt to contain all possible clauses. For more unusual scenarios (eg, salary trading), a separate agreement also contains shorter form confidentiality provisions separately.

Schedule 1 provides space for a detailed description of the work.

LexisNexis Sample

[Date]

[Employee full name]

[Employee address]

Dear [Employee first name]

**Re: Offer of casual employment**

It is with pleasure that I confirm an offer of casual employment to you on behalf of the Employer.

**1 Job title and position responsibilities**

- (a) You have been appointed to perform the duties of the position of [relevant award] (Award).
- (b) Your employment will be on a casual basis and you will be employed under a separate contract of employment.
- (c) A position description detailing your duties is attached to this offer and is included in schedule 1. You may be required to perform any other duties that the Employer assigns to you, from time to time.
- (d) Your classification level will be [relevant award] (Award).
- (e) You will be required to perform your duties in accordance with the instructions directed by the Employer.

**2 Terms and conditions of employment**

**2.1 General terms and conditions**

- (a) Unless more generous provisions are provided in your contract of employment, the conditions of your employment will be governed by the relevant award, including the National Employment Standards, the relevant Award nor any applicable legislative provisions.
- (b) Your employment may be terminated at any time without notice.
- (c) As a casual employee, there is no obligation of continuing employment.
- (d) From time to time, you may be subject to the following conditions: colour of apparel to be worn (including dress code). The Company may also require you to wear safety equipment.

**2.2 Policy**

- (a) You will need to comply with all of the Company's policies, including those in relation to confidentiality, drugs and alcohol consumption. These are attached to your employment contract.