

ONOTA TOWNSHIP

EMPLOYMENT CONTRACT

AGREEMENT

PARTIES

- This Employment Contract Agreement (hereinafter referred to as the "Agreement") is entered into on _____ (the "Effective Date"), by and between _____, with an address of _____ (hereinafter referred to as the "Employer"), and _____, with an address of _____ (hereinafter referred to as the "Employee") (collectively referred to as the "Parties").

DUTIES AND RESPONSIBILITIES

- During the employment period, the Employee shall have the responsibility to perform the following duties:
 1. MOWS LAWNS AND TRIM WORK AT CEMETERY AND TOWNSHIP HALL
 2. MAINTAIN PITCHER PUMP AT CEMETERY
 3. PLACES AMERICAN FLAGS ON VETERANS GRAVES
 4. RAISES FLAGS AT CEMETERY AND HALL AS WARRANTED
 5. PREPARES GRAVE SITES FOR BURIAL
 6. MAINTAINS HANDICAP RAMP AND STEPS
 7. MAINTAINS DUMPSTER AREA
 8. MISCELLANEOUS REPAIRS
 9. SHOVELING/SNOWBLOWING ONSITE
 10. TURN IN MONTHLY TIME SHEETS
- The Parties agree that any responsibilities provided in this Agreement may not be assigned to any other party unless both parties agree to the assignment in writing.

PAY AND COMPENSATION

- The Parties hereby agree that the Employer will pay the Employee an annual salary of _____ payable ~~semi~~-monthly and subject to regular deductions and withholdings as required by law.