

CARE WORKER CONTRACT

We are pleased to offer you casual employment in the position of Care Worker with us at Enhanced Lifestyles and Lifestyle Assistance and Accommodation Service ('the employer') on the terms and conditions set out in this document.

1. Position

- 1.1 Your employment will be on a casual basis, as required, with the option to move to permanent part-time after six months at your written request.
- 1.2 Each occasion that you work will be a separate contract of employment, which ceases at the end of that engagement.
- 1.3 As a casual employee, there is no guarantee of ongoing or regular work.
- 1.4 The duties of this role are in the **attached** job and person specification. On each occasion that you work you will be required to perform these duties and any other duties the employer may assign to you, having regard to your skills, training and experience.
- 1.5 You will be required to perform your duties at Customers/Clients' private residences, or elsewhere as reasonably directed by the employer.

2. Terms and conditions of employment

- 2.1 The terms and conditions of your employment will be those set out in the Enhanced Lifestyles Incorporated (Lifestyle Attendants) Enterprise Agreement 2015 and applicable legislation unless specified differently in writing by EL/LAAS. This includes, but is not limited to, the National Employment Standards in the *Fair Work Act 2009*. Neither the Enhanced Lifestyles Incorporated (Lifestyle Attendants) Enterprise Agreement 2015 nor any applicable legislation are incorporated into your contract of employment.
- 2.2 Your casual employment may be terminated at any time.

3. Remuneration

- 3.1 You will be paid at the rate of Entry Level, Pay Point 1, or Pay Point 2, depending on your experience, qualifications, and length of employment with EL/LAAS. This includes the applicable casual loading.
- 3.2 You will be paid fortnightly to the bank account nominated by you.
- 3.3 The employer will also make superannuation payments on your behalf in accordance with the *Superannuation Guarantee (Administration) Act 1992*.

QF229

CARE WORKER CONTRACT of ENGAGEMENT

4. Your obligations to the employer

4.1 You will be required to:

- (a) perform all duties to the best of your ability at all times;
- (b) use your best endeavours to promote and protect the interests of the employer; and
- (c) follow all reasonable and lawful directions given to you by the employer, including complying with policies and procedures as amended from time to time. These policies and procedures are not incorporated into your contract of employment.

5. Confidentiality

5.1 By accepting this letter of offer, you acknowledge and agree that you will not, during the course of your employment or thereafter, except with the consent of the employer, as required by law or in the performance of your duties, use or disclose confidential information relating to the business of the employer, including but not limited to client lists, trade secrets, client details and pricing structures.

6. Entire Agreement

6.1 The terms and conditions referred to in this document constitute all of the terms and conditions of your employment and replace any prior understanding or agreement between you and the employer.

6.2 The terms and conditions referred to in this document may only be varied by a written agreement signed by both you and the employer.

If you have any questions about the terms and conditions of employment, please do not hesitate to contact People and Culture Officer, on 8340 2000.

Employees and employers may also seek information about minimum terms and conditions of employment from the Fair Work Ombudsman. You can contact them on 13 13 94 or visit their website at www.fairwork.gov.au.

QF229	CARE WORKER CONTRACT of ENGAGEMENT
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To accept this offer of employment please return a signed and dated copy of this document to EL/LAAS before the beginning of your employment.

I have read and understood this document and accept the offer of employment from EL/LAAS on the terms and conditions set out in the document.

I understand that each engagement will constitute a separate contract of employment between us.

I will uphold EL/LAAS's policies, procedures, conditions of employment, and expectations of employment during the extent of my employment with EL/LAAS.

Employee's Name			
Employee's Signature		Date	

PLEASE KEEP A COPY OF THIS DOCUMENT FOR YOUR RECORDS