

LETTER OF AGREEMENT TO CHANGE EMPLOYMENT STATUS FROM FULL TIME TO CASUAL

Employer Name: _____ Employee Name: _____

Position/Title: _____

Work Location: _____

1. Background and Agreement

This Letter of Agreement (the "Agreement") confirms the change of employment status of the Employee named above from full-time employment to casual employment with the Employer. Both parties agree to the terms and conditions set out herein. This Agreement is governed by and construed in accordance with the laws of Australia.

2. Employment Status Change

The Employee's employment status with the Employer will change from full-time to casual effective immediately upon the signing of this Agreement by both parties. The Employee acknowledges and agrees that casual employment entails irregular hours, lack of guaranteed work, and the absence of entitlement to paid leave or other benefits available to full-time employees.

3. Hours of Work

The Employee will be engaged on an as-needed basis, and the Employer does not guarantee any minimum number of hours or shifts. The Employee may accept or refuse work offered without penalty.

4. Remuneration and Loading

The Employee will be paid an hourly rate for hours worked as a casual employee. This rate includes a casual loading in accordance with applicable awards or agreements to compensate for lack of benefits such as paid leave.

5. Leave Entitlements

The Employee acknowledges that, as a casual employee, they are not entitled to paid leave such as annual leave, personal carer's leave, or public holidays, except as required by law.

6. Superannuation

The Employer will make superannuation contributions on behalf of the Employee in accordance with the Superannuation Guarantee (Administration) Act 1992 and any applicable modern award or enterprise agreement.

7. Termination of Casual Employment

Either party may terminate the casual employment relationship at any time without notice or reason, subject to applicable legal requirements. This Agreement does not create any fixed term or ongoing guarantee of employment.

8. Entire Agreement

This Agreement, together with any applicable employment contract and policies, constitutes the entire agreement between the Employer and Employee regarding the change in employment status and supersedes all prior agreements, representations, or understandings, whether written or oral.

9. Governing Law

This Agreement shall be governed by and construed in accordance with the laws of Australia, and the parties submit to the exclusive jurisdiction of Australian courts.

EMPLOYER SIGNATURE

EMPLOYEE SIGNATURE

Signature: _____

Signature: _____

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