

Contract number /.....

**Employment Contract for University Personnel
Support Staff Track (Funded by University Budget)**

Executed at: Chiang Mai University
239 Huay Kaew Road, Suthep Subdistrict,
Mueang Chiang Mai District, Chiang Mai
Province, 50200

Date..... Day of....., B.E.

This Contract is made and entered into by and between Chiang Mai University,
represented by
position hereinafter referred to as the “University”, of
the one part, and Mr./Ms./Mrs.
Born on the day of, B.E.
Aged years, months, and days,
Identification Card Number / Passport Number:
Date of Issuance: Expiry Date:

Registered Address

House No. Village No. Road Soi
Sub-district District
Province Postal Code
Telephone Number Email Address

Current Address ☐ Same as registered address

House No. Village No. Road Soi
Sub-district District
Province Postal Code
Telephone Number Email Address

Marital Status: ☐ Single ☐ Married

Spouse's Name:

Hereinafter referred to as the “University Employee”, of the other part. Both parties hereby
agree to enter into this Contract under the following terms and conditions:

Clause 1. The University agrees to employ and appoint the aforementioned individual as a University Employee in the position of, position Number:, under the department/office of The term of employment shall be for a period of years, months, and days, commencing on the day of....., B.E..... which shall be deemed the official start date of employment, and ending on the day of....., B.E.....

The employment is funded by the **University Budget** and the appointee shall be entitled to receive:

- 1.1 A monthly salary in the amount of Baht (.....);
- 1.2 A position allowance for the category of Baht (.....);
- 1.3

The University shall pay salary and other remuneration mentioned above in accordance with the payment criteria and regulations applicable to each category as prescribed.

Clause 2. The University Employee, who receives remuneration pursuant to Clause 1, hereby consents and agrees that the University shall be entitled to deduct, as a first priority, from such remuneration any applicable personal income tax, social security contributions, provident fund contributions, compensation for damages, or any debts or liabilities the Employee owes to the University, as well as any other deductions required by law or regulations prescribed by the University.

Clause 3. The University Employee shall maintain discipline and strictly comply with all rules and regulations relating to personnel administration and disciplinary procedures, as well as with all applicable laws, regulations, rules, notifications, announcements, and directives of the University, or those that the University is required to enforce, whether currently in effect at the time of execution of this Contract or subsequently issued in the future. All such laws, regulations, rules, notifications, announcements, and directives shall be deemed an integral part of this Contract.

Clause 4. The University Employee hereby agrees and consents to undergo performance evaluations and to strictly comply with the rules and regulations pertaining to such evaluations, including all laws, rules, regulations, announcements, and directives of the University and the affiliated unit, whether in effect on the date of execution of this Contract or as may be amended, revised, or newly enacted thereafter. All such provisions shall likewise be deemed an integral part of this Contract.

In the event that the University Employee fails to meet the required performance evaluation criteria as stated in the preceding paragraph, or breaches any provision of this Contract, the University shall have the right to terminate this Contract immediately. The University Employee hereby expressly waives all rights to make any claims or demands arising from such termination, in all respects and without exception.

Clause 5. The University Employee shall diligently perform duties at such dates, times, and locations as designated by the University and shall devote all of their time, effort, and abilities to the performance of such duties with honesty and integrity. The Employee shall refrain from undertaking any external employment or engaging in any profession that may affect the performance of their contractual duties throughout the term of employment, unless otherwise assigned by the University.

During the term of employment, the University Employee also agrees to accept any reassignment, change in duties, job responsibilities, workload agreements, department affiliation, or workplace location as deemed appropriate or necessary by the University or in line with the University's objectives.

Clause 6. In the event that the University Employee causes any damage to the University, regardless of the circumstances, the University Employee agrees to fully compensate the University for such damage. The University shall be entitled to deduct the owed amount from any remuneration due under Clause 1. Such payment must be made within 30 days from the date of the University's formal demand. Failure to make payment within the specified period shall result in the University Employee being liable to pay interest at the rate of fifteen percent per annum until full payment is made.

Clause 7. This Contract shall be terminated under any of the following circumstances:

- 7.1 Upon the expiration of the employment period specified in this Contract
- 7.2 Upon the death of the University Employee;
- 7.3 Upon the University Employee's resignation or termination of their status as a University Employee, with approval;
- 7.4 Upon termination of employment by the University;
- 7.5 Upon dismissal or removal from service as a disciplinary measure;
- 7.6 Upon failure of the University Employee to pass the performance evaluation.

Clause 8. Upon termination of this Contract, for any reason whatsoever, the University Employee shall immediately settle all outstanding debts or obligations owed to the University. The University shall be entitled to deduct such debts or obligations from any provident fund contributions or other entitlements payable to the University Employee.

Clause 9. Rights and Welfare Benefits of the University Employee, namely Mr./Ms./Mrs., shall be entitled to the following rights and welfare benefits

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Clause 10. This Contract shall be governed by and construed in accordance with Thai law. Any dispute arising under or in connection with this Contract shall be subject to the jurisdiction of Thai courts.

Clause 11. The contracting parties agree to enter into a joint agreement, prior to the commencement of work, specifying the duties, responsibilities, and workload in a Statement of Duties and Responsibilities and Workload Agreement as signed by both parties under this Contract or as may be amended in the future. Such joint agreement shall be deemed an integral part of this Contract.

This Contract is made in two identical originals, each party retaining one copy. The parties have thoroughly read and understood the terms and conditions herein in full detail and have signed this Contract in the presence of witnesses as evidence of their mutual agreement and acceptance.

Signed: University Employee
(.....)

Signed: University
(.....)

Signed: witness
(.....)

Signed: witness
(.....)

I, the lawful spouse of the University Employee, hereby give full consent to the execution of this Employment Contract.

Signed: Consenting Spouse
(.....)