THE RITZ-CARLTON

NEW ORLEANS

EMPLOYMENT CONTRACT

PRINT AND FILL THE EMPLOYMENT CONTRACT

ADD THE HUMAN RESOURCES MANAGER ON WHATSAPP

+1(504)-814 3650

This contract, dated on the day, _____ of in the year 2020, is made between The Ritz-Carlton Hotel, New Orleans and {employee's name}: _____

of City:_____, State:_____, Country:_____

This document constitutes an employment agreement between these two parties and is in accordance with the laws of American Hotel & Lodging Association | AHLA,, New Orleans, Louisiana, U.S.A.

WHEREAS the Employer desires to retain the services of the Employee, and the Employee desires to render such services, these terms and conditions are set forth.

IN CONSIDERATION of this mutual understanding, the parties agree to the following terms and conditions:

1. EMPLOYMENT.

The Employee agrees that he or she will faithfully and to the best of their ability carry out the duties and responsibilities communicated to them by the Employer. The Employee shall comply with all company/Hotel policies, rules and procedures at all times. CONSULTING PERSONNEL: You shall be expected to work with the Ritz Carlton Hotel's staffs and managerial team with the mandate to provide your excellent services as required of you for the position hired for.

2. POSITION.

As a [Job position applied/ Title: _____,

it is the duty of the Employee to perform all essential job functions and duties. From time to time, the Employer may also add other duties within the reasonable scope of the Employee's work.

>Job Commencement/Location: The work environment will be within the work metropolis of the Ritz Carlton Hotel, New Orleans, USA. You're to report immediately to the Human Resources Manager upon arrival to conclude your orientation and training to incorporate you into the existing protocol of operation & System of services by Managements and Staffs.

3. COMPENSATION (SALARY & ALLOWANCES-BENEFITS INDICATION).

Monthly salary of $3000.00 and all payments shall be subject to mandatory employment deductions (State & Federal Taxes, Social Security, and Medicare).

>Benefits: Employee has the right to participate in any benefit plans offered by the employer. The employer currently offers [list benefits, if any]. Access to these benefits will only be possible after the probationary period has passed. You will be eligible to receive a monthly allowance in US dollar as stated below:

* Hazard / Inconvenience: $200.00 (Monthly)
* Housing (including basic Furniture): $150.00 (Monthly)
* Recreation/Entertainment: $100.00 (monthly)
* Travel Event Cost: $250 (monthly)

4. **PROBATIONARY PERIOD.**

It is understood that the first 2 months of employment constitutes a probationary period. During this time, the Employee is eligible for paid time off or other benefits. During this time, the Employer also exercises the right to terminate employment at any time with advanced notice.

5. PAID TIME OFF.

Following the probationary period, the Employee shall be eligible for the following paid time off:

- 30 days length of time for vacation.
- Max. of 5 working days length of time for sick/personal days.
- Bereavement leave may be granted if necessary.

The employer reserves the right to modify any paid time off policies.

6. TERMINATION.

It is the intention of both parties to form a long and mutually profitable relationship. However, this relationship may be terminated by either party at any time provided [1 month] written notice is delivered to the other party.

The Employee agrees to return any Employer property upon termination.

THE RITZ-CARLTON

7. NON-COMPETITION AND CONFIDENTIALITY.

As an Employee, you will have access to confidential information that is the property of the Employer (**The Ritz-Carlton Hotel**). You are not permitted to disclose this information outside of the Institution/Company.

During your time of Employment with the Employer, you may not engage in any work for another Employer that is related to or in competition with the Company. You will fully disclose to your Employer any other Employment relationships that you have and you will be permitted to seek other employment provided that (a.) it does not detract from your ability to fulfill your duties, and (b.) you are not assisting another organization in competing with the employer.

It is further acknowledged that upon termination of your employment, you will not solicit business from any of the Employer's clients for a period of at least [2 years].

8. PAID LEAVE PERIOD/TRAVEL

You are entitled to 2 months paid leave which can be taken once at a time or 2 weeks apart from one different period. You shall receive $500.00 leave bonus.

Employer (The Ritz Carlton Hotel, New Orleans, USA) shall provide travel ticket including employee's family members only on employee's early notification to employer.

9. ENTIRETY.

This contract represents the entire agreement between the two parties and supersedes any previous written or oral agreement. This agreement may be modified at any time, provided the written consent of both the Employer and the Employee.

10. LEGAL AUTHORIZATION.

The Employee agrees that he or she is fully authorized to work in [United State of America] and can provide proof of this with legal documentation. This documentation will be obtained by the Employer for legal records.

11. SEVERABILITY.

The parties agree that if any portion of this contract is found to be void or unenforceable, it shall be struck from the record and the remaining provisions will retain their full force and effect.

12. JURISDICTION.

This contract shall be governed, interpreted, and construed in accordance with the laws of [state, province or territory]. In witness and agreement whereof, the employer has executed this contract

with due process through the authorization of official Hotel/company agents and with the consent of the employee, given here in writing.

13. FEEDING & ACCOMMODATION.

Newly recruited employees/staffs of Ritz Carlton Hotel, New Orleans shall resides at the company's staff estate or unless otherwise agreed upon by the administrative management and the employee. A provision for single bed- double bedrooms & single 2 beds flat are available to choose from. Employees shall be avail 2 meal daily to eat at the staff canteen free of charge as there are also dietary options for vegetarians and non-vegetarians.

14. MEDICAL INSURANCE AND CARE.

We will provide all employees with comprehensive health care and medical routine checks. During the one month training program, the employees will undergo series of medical examination to a certain good health status for all employees.

You are required to send to us via email the scanned copies of the following documents which will aid the procurement of your residence and working permit and the visa from the USCIS-US Immigration as mandated by the U.S Government through the Home-Land Security.

1. A clear scan copy of the completed and signed application.
2. A clear scan copy of the duly signed job offer contract.
3. Scan copy of International Passport (Data Page)
4. Scanned copy of your colored recent photo-(passport photograph 2x2 size). Upon receipt of the aforementioned documents from the employee, we will secure your travel documents processing which includes your working permit, residence permit and your visa processing from the USCIS-U.S Immigration.

15. SAFETY & SECURITY

Safety and security (Local/Foreign) and facilities on job locations and communities are no small issues, such are held and considered on high esteem, and have been seriously considered to ensure hitch free operations, all workers are entitled to security both at work locations & residential quarters. All operation and activities on job location and duty posts are designed to follow strictly the Health Safety and Environment (HSE) policy. All employees are expected to strictly adhere by the HSE policy.

THE RITZ-CARLTON

You are entitled to a free and mandatory safety course on job locations to be delivered by certified safety and environment experts.

16. PROCESSING EXPENSES BEFORE TRAVEL AS REQUIRED.

On no account will the employer (Ritz Carlton Hotel, New Orleans) will shoulder the cost for travel expenses such as procuring police clearance certificate of employee before work sign-on. This is to possibly evade losses that maybe accrued to employer should employees decide to decline job offer after certain expenses must have been made by employer.

This agreement hereby binds employer and hired employee in that reimbursements will be made in full to employees upon presenting evidence of payment slip/receipt of all expenses made by employee to procure travel papers and documents. Expenses reports and receipt as evidence of

payment must be provided by the employee before the full reimbursement shall be made by employer [the Ritz Hotel Carlton, New Orleans, USA].

Be informed that the first one month benefit shall be paid in advance before the one week orientation program i.e. on before newly hired staff (employee) of The Ritz Carlton Hotel will officially assume duty post. This is to enable our newly employed staff/employees to settle some financial needs and other domestic needs on arrival. As such, no excuses will be entertained regarding failure to procured basic needs on assumption of duty relating to default.

Payment of one month benefit is also geared towards making sure that all employees have enough money, financial capacity and funds in his/her newly opened bank account as set up here in the United State upon arrival as required by the U.S Government through the United State Expatriates Financial Statutory Law [USEFL].

IMORTANT NOTICE: Once the employee has been cleared by the United State Homeland Security on basic personal information background check as require with respect to the employment, within the space of 12 working days, the working visa application petition will be filed (faxed) to the U.S IMMIGRATION for processing.
We shall notify employee on the endorsement of his/her International passport with the 2 years working visa/permit (The working visa and permits are subjected to renewal). You're required as the employee to pay the visa fee, legal fee and the travel documents handling & procurement fee, a sum of Two Hundred and Eighty USD ($280). It is important to mention here that salary deduction is not applicable to the travel documents processing as all procurement fee shall be reimbursed by the employer {Ritz Carlton Hotel} and management to the employee not more than the first 7 working days upon arrival, after which the employee has reported to the management to assume the duty post.

THE RITZ-CARLTON

I understand that I may voluntarily terminate my employment application, and it shall be clearly stated herein that the Ritz Carlton Hotel, New Orleans, remain the right to terminate your application with prior notice. With this understanding, I ....., accept the position with terms as clearly stipulated here in the contract.

Employee's Signature: _____

Date: _____

Connie Chung.
HR.Manager GENERALIST.
Mr. James M. Anderson
Human-Resources Manager.
Ritz Carlton Hotel, New Orleans,
Louisiana, USA.

This job Offer documents embodies the approved contract terms for the purpose of the job position applied & Offered by The Ritz Hotel, Restaurant, Casino & Golf-Course as approved by the United State Employee Retirement Income Security Act(ERISA) & Fair Labor Standards Act (FLSA).

Contact us via WhatsApp (+1(504)-814 3650) for easy correspondence on the recruitment processing and travel document procurement arrangements.