Jordanian Open-Ended Employment Contract Template

Fillable guidance template | Not a document issued by the Ministry of Labour

Agreed on [/ /] between:

First Party (Employer): [Person/Establishment name], Registration No./ID [.....], Address [.....], represented by [.....] in the capacity of [.....].

Second Party (Employee): [Full name], ID/Passport No. [.....], Nationality [.....], Address [.....].

First: Nature of Work

The Second Party works in the position of [.....] and performs the duties set out in the attached job description, if any, at the workplace [.....], subject to the provisions of the Labour Law when the Employee's duties or workplace are changed.

Second: Duration

Work under this contract begins on [.....] with no end date set in advance, and its termination is subject to the provisions of the Jordanian Labour Law on open-ended contracts.

Third: Wage

The Employee is entitled to a wage of [.....] Jordanian dinars per [month/period], payable on [.....] by [.....]. The agreed allowances and commissions are: [.....], if any, provided that the wage does not fall below the applicable statutory minimum wage.

Fourth: Working Hours

The Employee works [....] hours per day and [....] days per week, with a break of [....] and a weekly rest day on [....], within the legal limits, and is entitled to the statutory compensation for overtime, if any.

Fifth: Probation Period

[Only if agreed] A probation period of [.....] is set, with a maximum of three months and a wage not less than the minimum wage, and it is subject to Article 35 of the Jordanian Labour Law.

Sixth: Leave

The Employee is entitled to annual leave, sick leave, holidays and all other rights under the legislation in force, and to any more favourable terms that have been agreed.

Seventh: Social Security

The legal rules on Social Security coverage, contributions and deductions apply, as the case requires.

Eighth: Employee's Obligations

The Employee performs their duties faithfully, takes care of the work tools and the confidentiality of information learned through the job, and complies with lawful work instructions and health and safety requirements.

Ninth: Employer's Obligations

The Employer provides the agreed working conditions, preserves the rights set out in the Labour Law, and pays the wages and allowances due on time.

Tenth: Termination of the Relationship

The contract is terminated and rights are settled in accordance with the legal provisions relating to the type of contract and the reason for termination, without waiving any right established for the Employee.

Eleventh: Governing Law and Jurisdiction

This contract is governed by the Jordanian legislation in force, and any dispute is heard by the competent judicial authority in accordance with the law.

Twelfth: Copies and Signature

This contract is drawn up in at least two original copies, and each party receives a copy after reading and agreeing to its terms.

Date: [/ /]

First Party's signature: [.....]

Second Party's signature: [.....]

Note: This template must be adapted to the nature of the job and the actual agreement. It is for guidance only and does not represent an official template from the Ministry of Labour.