

Typical employment contract for contract staff

CONTRACT OF EMPLOYMENT

The European Commission, hereinafter referred to as "the Commission", represented by **Mr./Mrs.**, Director of of the Joint Research Centre

AND **Mr./Ms. Name SURNAME (pers. no.)**
hereinafter referred to as "the employee"

HAVE AGREED AS FOLLOWS:

Article 1

The Commission appoints **Mr./Ms.** as a member of the ***contract staff*** with effect from ***dd/mm/yyyy*** in accordance with **Article 3b** of the Conditions of Employment of Other Servants of the European Union¹, as last amended by Regulation (EU, Euratom) No 1023/2013 of the European Parliament and of the Council of 22 October 2013² (CEOS).

Under this contract, the employee shall be bound by the Conditions of Employment of Other Servants of the European Union, and in particular Articles 79 to 84 and 88 to 119 thereof, and by the Regulation laying down the tax for the benefit of the European Union.

Article 2

The employee is appointed to carry out ***administrative, advisory, linguistic and equivalent technical tasks (FG IV) / executive tasks, drafting, accountancy and other equivalent technical tasks (FG III) / clerical and secretarial tasks, office management and other equivalent tasks (FG II)***, as set out in the table in Article 80(2) of the Conditions of Employment of Other Servants of the European Union.

The place of assignment is the Joint Research Centre, Directorate / Institute for, Brussels/Ispra/Geel/Karlsruhe/Petten/Seville.

Article 3

The employee is in ***function group II III IV, grade 4 5 6 7 / 8 9 10 11 12 / 13 14 15 16 17 18 and step 1.***

The employee shall be paid monthly.

¹ OJ L 56, 4.3.1968, p.1.

² OJ L 287, 29.10.2013, p.15.

Article 4

This contract is concluded for a period of ... *months*.

Article 5

Under the provisions of Article 84(1) of the Conditions of Employment of Other Servants of the European Union, the employee shall serve a probationary period of ... *months*.

Article 6

Pursuant to Article 119 of the Conditions of Employment of Other Servants of the European Union, the contract may be terminated by the Institution or by the employee for the reasons referred to in Articles 47 to 50a of the Conditions of Employment of Other Servants of the European Union, under the conditions laid down in those Articles.

In accordance with the provisions of Articles 119 and 47(b)(ii) of the Conditions of Employment of Other Servants of the European Union, the period of notice is fixed at one month per year of service, with a minimum of one month and a maximum of three months.

Article 7

This contract shall come into effect on the date when the employee actually starts work.
(see annex I)

Done in duplicate in Brussels,/Ispra,/Geel,/Karlsruhe,/Petten,/Seville,
on

Read and approved in Brussels/Ispra/Geel/Karlsruhe/Petten/Seville

.....
(signature of the employee)