



HR Use Only	
ID:	_____
Department #	_____
Grant #	_____

**NEW JERSEY CITY UNIVERSITY  
ATHLETICS DEPARTMENT  
CONTINGENT EMPLOYMENT AGREEMENT**

This Agreement for Employment is made on this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by and between "New Jersey City University" and \_\_\_\_\_, (Employee).

1. Employment for the above employee shall commence on \_\_\_\_\_ (Date) and terminate on \_\_\_\_\_ (Date).

2. The specified duties and responsibilities shall be competently performed by the employee. (Attach Job Description)

Job Title: \_\_\_\_\_ Job Level: \_\_\_\_\_

3. New Jersey City University shall make payment to the employee a set amount as compensation for services rendered.

The employee agrees to accept the sum of \_\_\_\_\_ payable on (date) \_\_\_\_\_ in the amount of \_\_\_\_\_.

4. This contract of employment may terminate upon the occurrence of any of the following events: (a) the death of the employee; (b) the failure of the employee to perform his duties satisfactorily; (c) based upon non-performance of duties by the employee; (d) falsification of qualifications (education, experience or license to practice athletic training).

5. This agreement may not be assigned.

6. The employee shall not be eligible for any benefits other than statutory.

7. All necessary payroll forms must be submitted with this agreement if this is the employee's first time working at the university (W-4, I9, and Personnel Data Form). **If applicable**, a valid copy of employee's current Athletic Training License (in good standing) as a Certified Athletic Trainer in the State of New Jersey.

8. Authorization by the following parties must be obtained prior to any payments received.

<b>Employee Signature</b>	<b>Date</b>
<b>NJCU Department Head Signature</b>	<b>Date</b>
<b>Human Resources Director</b>	<b>Date</b>