

TRAINEE – CONTRACT OF EMPLOYMENT

This contract is entered into between:

Employer (Owner/Company Name, Address):

.....
.....

Trainee (Name, Date of Birth):

.....

Address:

Phone:

Legally represented by (Parent/Guardian):

.....

Address:

Phone:

School:

BFWörgl, Bundesfachschole und Aufbaulehrgang für wirtschaftliche Berufe

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§ 1 Purpose of the Training

Austrian pupils enrolled in designated vocational education programs—such as tourism or commercial schools—are legally required to complete a mandatory practical training period (“Pflichtpraktikum”) in a hotel or catering establishment during school holidays.

This training serves to supplement the knowledge acquired in vocational school subjects and promotes personal development and professional conduct through practical experience in a real work environment.

This contract is executed in fulfillment of the training requirement specified in the national curriculum and sets forth the rights and duties of both parties.

§ 2 Training Assignment

The trainee shall be employed in the following departments or areas of the company:

.....

§ 3 Duration and Working Time

The training period begins on (date):

and ends on (date):

Weekly working time: hours

All applicable labor and social legislation of the host country must be strictly observed, including the provisions set forth in EU directives regarding the employment and protection of young persons.

§ 4 Employer Obligations

The employer agrees to: - Assign only those tasks that contribute to the training objective. - Provide systematic practical instruction in accordance with applicable youth protection laws. - Raise awareness of accident risks. - Promote punctuality and professional behavior toward guests and colleagues. - Offer board and lodging free of charge and free of health or moral hazards. - Pay agreed compensation on time.

Compensation Payment:

☐ per month

☐ per week

Payment is due at the end of each month/week and must be accompanied by a written pay slip.

Compensation shall reflect the typical pay level for comparable qualifications in the host country.

The employer shall: - Register the trainee with relevant authorities and insurance providers.
- Provide working uniforms free of charge, if required.

§ 5 Trainee Obligations

The trainee agrees to: - Diligently carry out assigned tasks. - Adhere to scheduled working hours and internal regulations. - Comply with safety and confidentiality rules.

§ 6 Certificate of Completion

Upon completion of the training, the employer shall issue a certificate stating the place, dates, and duration of the placement. This certificate must be submitted to the school within two weeks and shall not contain negative remarks affecting the trainee's future career.

§ 7 Termination of Contract

Early termination is permitted: - By mutual agreement, or - By one party, for reasons that make continued training unreasonable or unacceptable.

§ 8 Copies

This contract shall be drawn up in four copies: - One for the employer - One for the trainee - Two copies to be submitted to the school.

Date: Place:

Signatures:

Employer:

Trainee:

Legal Guardian: