



**KAMLOOPS  
CLASSIC  
SWIMMING**

**KCS EMPLOYEMENT AGREEMENT – HOURLY EMPLOYEES**

To be completed by the immediate supervisor prior to first day worked. A fully executed copy will be given to the employee and the original will be located in the employee’s file in the KCS office.

<b>Date:</b> dd/mm/yyyy	<b>SIN number:</b>
<b>First Name:</b>	<b>Last Name:</b>
<b>Job Title:</b>	<b>Reporting to:</b>
<b>Core Responsibilities:</b> <i>Please indicate here or attach Job Description</i>	
<b>Rate/Hour:</b>	<b>Start Date:</b>
<b>Job Status:</b> please circle <div style="display: flex; justify-content: space-around; width: 100%;"> <span><b>Part-time</b></span> <span><b>Full-Time (35+ hrs/week)</b></span> </div>	
<b>Vacation:</b> As per BC’s Employment Standards Act, you will be paid out 4% vacation pay to start.	
<b>Overtime:</b> As per BC’s Employment Standards Act. All overtime hours must be authorized by a supervisor/manager in advance of overtime hours worked.	
<b>Termination Provisions:</b> As per BC’s Employment Standards Act.	
<b>Other terms and conditions:</b> By signing this agreement, the employee and KCS agree to the terms of employment including acknowledgement and acceptance of the KCS Employee Handbook.	
<b>Employee Name:</b>	<b>Supervisor’s Name:</b>
<b>Employee Signature:</b>	<b>Supervisor’s Signature:</b>
<b>Date signed:</b> (dd/mm/yyyy)	<b>Date signed:</b> (dd/mm/yyyy)



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