

# PART-TIME WORK AGREEMENT

*Industrial Relations Act 1996 - s. 76*

Name of Employer: \_\_\_\_\_

Employer's Postal Address: \_\_\_\_\_

Workplace Address (if different to above): \_\_\_\_\_

Name of Employee: \_\_\_\_\_

Name of Relevant Industrial Instrument: *(State award or agreement - Please contact the Award Enquiry Service Centre of the Office of Industrial Relations if you are unsure about which award applies. Telephone: 131 628 Web: [www.industrialrelations.nsw.gov.au](http://www.industrialrelations.nsw.gov.au))*

Job Classification: \_\_\_\_\_

Hours to be Worked: *(Starting and finishing times of paid work and the duration of unpaid meal breaks on days to be worked during each ordinary week or work cycle. Please attach an annexure signed and dated by both parties if insufficient space is provided.)*

Total number of paid part-time hours each ordinary week or work cycle: \_\_\_\_\_

Date of Commencement of Agreement: \_\_\_\_\_

Date of Termination of Agreement (if fixed period): \_\_\_\_\_

## Right of Return to Full-time

If, prior to commencement of this agreement, the abovementioned employee was engaged as a full-time employee, then at anytime during the period of this agreement, the employee:

will  will not  *(please indicate applicable option)*

have the right to return to full-time work, under the relevant award or enterprise agreement, by giving written notice to the employer.

This agreement entitles the employee to work on a part-time basis subject to the conditions set out herein. Otherwise, the provisions of the relevant industrial instrument and industrial legislation of New South Wales are to be observed.

\_\_\_\_\_  
*(employee's signature)*

\_\_\_\_\_  
*(date)*

\_\_\_\_\_  
*( employer's authorised representative's name)*

\_\_\_\_\_  
*(signature)*

\_\_\_\_\_  
*(date)*

**Note:** Original to be retained by employer. Copy to be supplied to employee. Copy to be forwarded to the Industrial Registrar, GPO Box 3670, Sydney NSW 2001 by mail or by facsimile to (02) 9258 0058, not later than one month after this agreement is made.