# EMPLOYMENT AGREEMENT

## **Personnel Department**

Jeiween.		
	hereinafter called "Employee"	
	(complete home address: apartment number, street, city, state, zip country)	
And:	GozoShipment Inc,	
	a corporation with its head office located at:	
	347 Fifth Avenue, Suite 1402, New York, NY, United States 10016	

## 1. Subject of the Agreement.

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1.1. The Employee is employed by the Company as a Mail Handler Assistant whose duties include monitoring a condition of the packages and its transportation according to the waybills. Also, it will be necessary to keep account of the packages.

### 2. Term of the Agreement.

2.1. The agreement is entered between the Company and the Employee for the period of one year. The agreement may be extended if it is mutually agreed by the Employee and the Company.

### 3. General Provisions of the Agreement.

- 3.1. Concluding the present agreement, the Employee takes into consideration that the Company is the company conducting the activity in retail areas and wholesale purchases of the goods in USA and Europe.
- 3.2. Performance of immediate duties by the Employee shall be governed by the provisions of this Agreement.
- 3.3. The Employee is subordinated directly to the Office Coordinator hereinafter referred to as «Coordinator».
- 3.4. Performing his immediate duties, the Employee has the right to:
  - a) coordinate with the Coordinator the time and the date of receiving and shipping goods for a warehouse;
  - b) use the help of the Coordinator in the event of difficulties during work performance;
- 3.5. If an employee ceases to perform the obligations imposed by the Company, he should send the remaining goods and make a total report of the performed work, received and sent goods. This is a necessary and obligatory condition for the end of transfer of the goods from the Company to the Client and for the final settlement of accounts of the Employee.
- 3.6. The Employee is a full-fledged member of the Company.
- 3.7. The Employee has the right to express his opinion in regard of any issue of the Company's activity.
- 3.8. The Employee has the right to get acquainted with the rules of the Company internal labor order, collective agreement, and labor legislation.

**DATE:** / /2022

### 4. Obligations of the Parties.

- 4.1. The Employee agrees to:
- a) complete all the operations connected with transportation and the control of the goods in time, agreed with the Coordinator in advance;
- b) give all necessary data requested by the coordinator concerning performed operation in the shortest terms:
- c) inform the Coordinator on short notice if any problems or emergencies arise to solve them as quickly as possible;
- d) give all necessary documents on request of the Coordinator for confirmation of legitimacy of the actions in case of any difficulties during fulfillment of the operations entailing its termination;
  - e) check email from the coordinator daily at 9:00 a.m.;
- f) perform his duties fairly, timely, qualitatively and accurately and observe the Company internal code of conduct;
  - g) accurately and timely execute orders of the Company Director and the Coordinator;
- 4.2. The Company agrees to:
  - a) provide the Employee with work according to the provisions of this Agreement;
- b) keep personal information of the Employee confidential, reserving the right to forward all the necessary information on demand of the state authorities if this influences the

Company's prestige and/or makes the Company judicially responsible before Client;

- c) ensure necessary work conditions for the Employee to carry out his obligation under this Agreement, including provision of the Employee with necessary technical and material resources (for example paying USPS/DHL commission fee);
  - d) observe labor law and labor protection rules;
- e) meet the provisions of labor remuneration and working and rest time standards according to the present Agreement and effective legislation;
- f) if the Employee dies or becomes disable performing his duties the Company continue to pay his family or him the amount equal to the average received earnings working under this Agreement till the expiration date.

#### 5. Labor Remuneration.

- 5.1. \$25 for each processed package (shipped and consolidated according to the instructions). The salary is paid every two weeks.
- 5.2. If the work is not done in 5 days, the Employee will be imposed a fine at the rate 3% from price of goods. Every next day of delay by the Employee will make imposing a fine at the rate of 2% for each day.
- 5.3. Underline the most comfortable way of salary enrolling for you: PayPal, WIRE transfer on the bank account, Bitcoins wallet or other (specify):
- 5.4. Salary will be paid if the Employee has no unfinished operations. This is explained by a high-financial risk of the Company. This is the reason why salary may be paid earlier or several days later.

#### 6. Work and Rest Time

- 6.1. The Employee has normal working hours, but due to remote character of work, the working day is considered to be a day of performing particular actions connected with operations.
- 6.2. Usual working hours may not exceed 3 hours per day.

#### 7. Social Services.

- 7.1. Social services are provided to the Employee by the Company management in accordance with the decision of general meeting of staff out of the funds designated for this purpose.
- 7.2- The Employee, upon his wish, may be provided by the Company with funds to pay telephone calls and other means of communication, as well as transportation costs, used for work and causing personal expenditures. All incidental expenses are compensated at the day of the salary.
- 7.3. A medical treatment is provided for those Employees who successfully fulfill his duties in one year's time.

### 8. Employee's Liability at Performance of His Duties.

- 8.1. The Employee can be imposed with duties related to material responsibility before the Company Clients, or judicial responsibility before the Company itself, if goods transferred from Client to the Company are lost due to neglectful attitude of the Employee. The following actions can be considered neglectful:
  - a) Refusal to perform the operation without the reasons;
  - b) The prevention of cessation of work with the Employer for term shorter than 2 weeks;
  - c) Transfer of the goods which have arrived at the disposal of the Employee to the third parties;
- d) The goods intended to be transferred to the Client were at the Employee for term which is more than 120 hours.
- 8.2. After reception of the goods and till the moment of its further transfer the Employee takes full financial liability.

# 9. Agreement Change, Extension, and Termination.

- 9.1. Change, extension and termination of the Agreement are possible at any time with the consent of both parties.
- 9.2. The Agreement is terminated after its expiration. This is not applicable to cases when employment relations continue and neither of the parties' demands to terminate them. In this case the Agreement is extended for the same period with the same provisions.
- 9.3. The agreement can be terminated before the appointed time on the Employee's initiative in the following cases:
  - a) Illness or disability of the Employee that prevents him from performing the work under this Agreement;
  - b) Violation of labor legislation or this Agreement by the Company management;
  - c) Other valid reasons.
- 9.4. The agreement can be terminated before the appointed time on the Company initiative on the following grounds:
- a) Changes in work management (dissolution of the Company, reduction of personnel, changes in working conditions, etc.);
  - b) Revealing of the Employee's unfitness for work performed without his wrongful acts;
- c) Wrongful acts of the Employee (systematic or prolonged non-fulfillment of his duties without valid reasons, disclosure of commercial secrets).

### 10. Special Provisions.

10.1.

- a) The Company may be both primary and additional employment for the Employee.
- b) Along with this an Employee must not work for other companies which have closely related interests with the Company and whose working methods are similar to Company methods, as it can bring grave consequences for the Company and its clients.
- 10.2. Working functions not stipulated by this Agreement can be performed by the Employee in the Company only with the consent of the Company Director.
- 10.3. All the materials created with the participation of the Employee and under the assignment of the Company are the ownership of the Company.
- 10.4. The Parties assume the obligation not to disclose the provisions of this Agreement without mutual consent.
- 10.5. The provisions of this Agreement can be changed only with the consent of both parties.
- 10.6. The Parties are responsible for fulfillment of the obligations under this Agreement to the extent permitted by applicable law.

10.7. Disputes that may arise between the Partie 10.8. In all other issues not stipulated by this Ag	es are solved according to the applicable law.  greement the Parties shall be governed by the law.
11. Other Provisions.	
± •	on a 1099 basis. The company withholds no taxes from you or registration and making the Employee's tax payments by
(Date of birth - DOB: mm/dd/yyyy)	
(Social Security Number: xxx-xx-xxxx)	
11.2. This Agreement is made in two copies: on signatures of both the Employee and the Compa	te for each of the Parties. The Agreement is valid only with any and sealed by the latter.
THE EMPLOYEE:	
By: Signature	Printed Name
THE COMPANY: West	Ronald Woodrow West, HR Director
Signature	Printed Name