

**Employment Agreement on Foreign Sport Expert
Expense Project on Sport Expert Employment for Sports Schools
Fiscal Year B.E. 25..... (20.....)**

Agreement no./25.....

This agreement is made at....., No....., Village No....., Sub-district....., District....., Province..... on..... between.....Sports School by....., Director of.....Sports School acting for the President of Thailand National Sports University pursuant to an order of Thailand National Sports University no. 242/2564 on an authorization to Vice Presidents of the Campuses and Directors of Sports Schools for acting on behalf of the President of Thailand National Sports University regarding supplies of the campuses and sports schools dated 21 April B.E. 2564 (2021), hereinafter referred to as “employer”, of the one part, and....., Nationality....., Passport no....., Date of Issue....., Date of Expiry....., Issued by.....

Visa No....., Place of Issue....., Date of Issue....., Date of Expiry....., Type of Visa..... as appear in the attached documents, hereinafter referred to as “employee”, of the other part.

The employer and the employee have agreed as follows:

Article 1: Employment Agreement

The employer agrees to hire and the employee agrees to work for hire as a foreign sport expert at..... Sports School, Sub-district....., District....., Province....., pursuant to terms and conditions of this agreement and the attached documents.

Sign.....Employer

(.....)

Director of.....Sports School

For President of Thailand National Sports University

(Seal of Sports School)

Sign.....Employee

(.....)

Article 2: Documents regarded as part of the agreement

The following documents shall be regarded as part of this agreement:

2.1 Scope of work	1	page
2.2 Terms of reference	1	page
2.3 Support for other expenses to the employee	1	page
2.4 Quotation	1	page
2.5 Copy of passport	1	page
2.6 Copy of visa	1	page
2.7 Copy of educational qualification/certificate		page
2.8 Copy of passbook	1	page

Contents in this agreement shall be enforced in case there are any contents in the attached documents that contradict the contents in this agreement. In case of contradiction between the attached documents and this agreement, the employee shall have to comply with the employer's verdict. The verdict of the employer shall be deemed final and the employee shall have no right to claim for wages, damages, or any other expenses from the employer.

Article 3: Wages and Payment

The employer agrees to pay and employee agrees to receive a wage of 450,000 baht (four hundred and fifty thousand baht) according to a criterion of lump sum price. The wage shall be paid in installments as follows:

The first installment shall be paid with the amount of 45,000 baht (forty-five thousand baht) when the employee completes the job according to article 2.2 within.....December B.E. 2565 (2022).

The second installment shall be paid with the amount of 45,000 baht (forty-five thousand baht) when the employee completes the job according to article 2.2 within.....January B.E. 2566 (2023).

Sign.....Employer

(.....)

Director of.....Sports School

For President of Thailand National Sports University

(Seal of Sports School)

Sign.....Employee

(.....)

The third installment shall be paid with the amount of 45,000 baht (forty-five thousand baht) when the employee completes the job according to article 2.2 within.....February B.E. 2566 (2023).

The fourth installment shall be paid with the amount of 45,000 baht (forty-five thousand baht) when the employee completes the job according to article 2.2 within.....March B.E. 2566 (2023).

The fifth installment shall be paid with the amount of 45,000 baht (forty-five thousand baht) when the employee completes the job according to article 2.2 within.....April B.E. 2566 (2023).

The sixth installment shall be paid with the amount of 45,000 baht (forty-five thousand baht) when the employee completes the job according to article 2.2 within.....May B.E. 2566 (2023).

The seventh installment shall be paid with the amount of 45,000 baht (forty-five thousand baht) when the employee completes the job according to article 2.2 within.....June B.E. 2566 (2023).

The eighth installment shall be paid with the amount of 45,000 baht (forty-five thousand baht) when the employee completes the job according to article 2.2 within.....July B.E. 2566 (2023).

The ninth installment shall be paid with the amount of 45,000 baht (forty-five thousand baht) when the employee completes the job according to article 2.2 within.....August B.E. 2566 (2023).

The tenth installment shall be paid with the amount of 45,000 baht (forty-five thousand baht) when the employee completes the job according to article 2.2 within.....September B.E. 2566 (2023).

Sign.....Employer

(.....)

Director of.....Sports School

For President of Thailand National Sports University

(Seal of Sports School)

Sign.....Employee

(.....)

In case the employee requests for rescission of the employment agreement that causes the employee unable to proceed the job until the end of the installment, payment shall depend upon the employer’s discretion for actual working days.

Payment according to the conditions of this agreement shall be transferred to the employee’s bank account, Bank Name....., Branch....., Account Name....., Account Number.....
In this connection, the employee agrees to bear the burden of fees or other service charges regarding the transfer including any other expenses (if any) that the bank charges and consents to have deduction of the aforementioned money from the amount of transferred money in such installment.

Article 4: Duration for Completion and the Employer’s Right for Agreement Abrogation

The employee must start the jobs from date.....month.....year..... to date.....month.....year..... at.....sports school. The employee has to be responsible for the employed job regularly until the job is finished. If the employee does not start the job within a specified time or is not able to complete the job on a specified time, or there is cause as may be suitable to be believed that the employee shall not be able to complete the job within a specified time or the job is delayed, or the employee is in breach of this agreement, becomes adjudged bankrupt, or neglects to comply with the order of supplies inspection and acceptance committee, the employer shall have the right to serve a notice of rescission of this agreement and the right to recruit new employee for completing the pending job.

In case the employer does not apply the right of aforementioned rescission to this agreement, it does not mean that the employee shall be exonerated according to the agreement.

In case the employee is not able to complete the job according to the time period specified in the agreement, the employee must notify the employer beforehand at least 15 (fifteen) days. If notification cannot be made beforehand, consideration shall be made under the employer’s discretion.

Sign.....Employer
(.....)
Director of.....Sports School
For President of Thailand National Sports University
(Seal of Sports School)

Sign.....Employee
(.....)

Article 5: Inspection and Acceptance for Employed Job

When the employer has inspected and accepted for the delivered job and the job has been completely verified according to the agreement, the employer shall issue proof of accepting document so that the employee shall use it as the attached proof for receiving wages.

If the result of inspection and acceptance of the employed job appears that the job does not meet the terms and conditions of the agreement, the employer shall have the right to reject that job. In such a case, the employee must correct it according to the agreement with the employee's expenses and the time period wasted as a result of the said cause cannot be claimed by the employee as a cause of extending time for the job delivering according to the agreement or of avoiding or requesting for a fine reduction.

Article 6: Fines

If the employee is not able to undertake the job according to the time specified in the agreement and the employer does not serve a notice of rescission of the agreement, the employee shall have to pay a fine to the employer with the amount of.....baht per day (.....).

Article 7: Expenses for Travelling and Renting Accommodation for Temporary Offsite Work

In case the employer assigns the employee to work offsite temporarily, the employee shall be able to claim expenses mutatis mutandis according to the Royal Decree on Expenses for Governmental Travel B.E. 2526 and additional amended, the Regulations of Ministry of Finance on Claiming Expenses for Governmental Travel B.E. 2550 and additional amended, and the Regulations of Ministry of Finance on Expenses for Training, Organizing, and International Meeting B.E. 2550 and additional amended. The employer shall be able to use discretion to determine a rate of accommodation as appropriate, but the rate must not be higher than that specified in the above regulations.

Sign.....Employer

(.....)

Director of.....Sports School

For President of Thailand National Sports University

(Seal of Sports School)

Sign.....Employee

(.....)

Article 8: Expenses for Meeting

The employee is able to arrange a meeting and/or attend a meeting. In this respect, the employer shall be able to claim the aforesaid expenses mutatis mutandis according to the Regulations of Ministry of Finance on Claiming Expenses for Administration of Government Agencies B.E. 2553 and additional amended.

This agreement is made in duplicate with identical wording. Both employer and employee have thoroughly read and fully understand the contents therein, and accordingly sign their names and affix the seals (if any) in the presence of witnesses and each retains one counterpart.

Sign.....Employer
(.....)

Director of.....Sports School
For President of Thailand National Sports University

Sign.....Employee
(.....)

Sign.....Witness
(.....)

Deputy Director for Administration Affairs

Sign.....Witness
(.....)

Deputy Director for Sports Development Affairs

Sign.....Employer
(.....)
Director of.....Sports School
For President of Thailand National Sports University
(Seal of Sports School)

Sign.....Employee
(.....)

Scope of Work
Expense Project on Sport Expert Employment for Sports Schools
as Foreign Sport Expert

..... **Sports School, Fiscal Year B.E. 25.....**
(from.....December B.E. 25..... to 30 September B.E. 25.....)

The employee shall have to implement as follows:

- 1) Prepare training plan and plan of sending athletes for competition
- 2) Prepare physical fitness strengthening program and prepare physical fitness test together with sports scientists at sports science center of sports school
- 3) Train athletes in order to gain proficient skills and be able to achieve goal from participating in the national and international competitions
- 4) Adopt physical fitness strengthening program for developing athletes continuously and evaluate with physical fitness test
- 5) Report the result of athletes' physical fitness test in sport type that the employee is in charge
- 6) Be cooperative in implementation of sports school's activities according to the employer assigns such as training arrangement, organizing sport camp project etc.
- 7) Report the result of athletes' participation in competition in sport type that the employee is in charge to the employer every month
- 8) Other assigned jobs

Sign.....Employer

(.....)

Director of.....Sports School

For President of Thailand National Sports University

(Seal of Sports School)

Sign.....Employee

(.....)

Terms of Reference				
Position	Educational qualification	Specifications	Workload per installment	Wage per Installment
Sport expert	Bachelor's degree	1) Prepare training plan and plan of sending athletes for competition 2) Prepare physical fitness strengthening program and prepare physical fitness test together with sports scientists at sports science center of sports school 3) Train athletes in order to gain proficient skills and be able to achieve goal from participating in the national and international competitions 4) Adopt physical fitness strengthening program for developing athletes continuously and evaluate with physical fitness test 5) Report the result of athletes' physical fitness test in sport type that the employee is in charge 6) Be cooperative in implementation of sports school's activities according to the employer assigns such as training arrangement, organizing sport camp project etc. 7) Report the result of athletes' participation in competition in sport type that the employee is in charge to the employer every month 8) Other assigned jobs	40 jobs	45,000 baht

Remarks:

1. Job performance

1.1 Training in each day

1.1.1 Two hours in morning session e.g. from 05.30 a.m. to 07.30 a.m.

1.1.2 Two hours in evening session e.g. from 5.00 p.m. to 7.00 p.m.

1.2 Training according as the physical fitness strengthening program and the physical fitness test is required with a minimum of two hours each time.

1.3 Sending athletes for competition

2. Method of job count

2.1 Each training session shall be counted as 1 job.

2.2 Training according as the physical fitness strengthening program and the physical fitness test in each time shall be counted as 1 job.

2.3 Participation in competition for 1 day shall be counted as 2 jobs.

Sign.....Employer

(.....)

Director of.....Sports School

For President of Thailand National Sports University

(Seal of Sports School)

Sign.....Employee

(.....)

Support for Other Expenses to the Employee

..... **Sports School**

- 1. A round-trip air ticket fare (economy class), in case the employee has already stayed in Thailand, the employer shall pay only for a return trip air ticket fare.
- 2. Fee for extension of stay
- 3. Fee for submission of an application and fee for a work permit
- 4. Health insurance fee

Sign.....Employer

(.....)

Director of.....Sports School

For President of Thailand National Sports University

(Seal of Sports School)

Sign.....Employee

(.....)

Quotation

Written at House no.....,
Village No....., Sub-district.....,
District.....,
Province.....
..... September B.E. 2565

Dear Director of.....Sports School

Subject: A quotation offer for Foreign Sport Expert Employment

I,, age.....years old, a bachelor's degree in..... from..... university having competence and experience in sport, sport type....., intend to offer a quotation for working as a foreign sport expert as follows:

- 1) Prepare training plan and plan of sending athletes for competition
- 2) Prepare physical fitness strengthening program and prepare physical fitness test together with sports scientists at sports science center of sports school
- 3) Train athletes in order to gain proficient skills and be able to achieve goal from participating in the national and international competitions
- 4) Adopt physical fitness strengthening program for developing athletes continuously and evaluate with physical fitness test
- 5) Report the result of athletes' physical fitness test in sport type that the employee is in charge
- 6) Be cooperative in implementation of sports school's activities according to the employer assigns such as training arrangement, organizing sport camp project etc.
- 7) Report the result of athletes' participation in competition in sport type that the employee is in charge to the employer every month
- 8) Other assigned jobs

Sign.....Employer

(.....)

Director of.....Sports School

For President of Thailand National Sports University

(Seal of Sports School)

Sign.....Employee

(.....)

The wage rate of 45,000 baht (forty-five thousand baht) per installment shall be paid for 10 installments which amount to 450,000 baht (four hundred and fifty thousand). The employee is required to work as a foreign sport expert at..... sports school from date..... month..... year..... to date..... month..... year.....

For your kind consideration.

Your sincerely,

(.....)

Sign.....Employer
(.....)
Director of.....Sports School
For President of Thailand National Sports University
(Seal of Sports School)

Sign.....Employee
(.....)