



EMPLOYMENT CONTRACT

This Employment Contract is made and entered into on this date: _____,
by and between:

Madawi Bilingual and Quranic Memorization School / Burusubi a private educational institution located in The Gambia, represented by its Executive Director, **Dr. Ahmad Tijan Sallah** (hereinafter referred to as "the Employer"),

AND

[Employee Full Name], residing at _____,
holder of Social Security Number: _____ (hereinafter referred to as "the Employee").

1. Position and Commencement

The Employer hereby agrees to employ the Employee in the capacity of **Class Teacher** at Madawi Bilingual School. This contract shall commence on the ____ of **September**, 2025, and shall expire on the ____ of **July**, 2026, unless earlier terminated in accordance with the terms of this contract.

2. Salary

The Employee shall receive a monthly gross salary of _____
(**GMD**), payable no later than the last working day of each month. The salary will be personally paid by the Executive Director, Dr. Ahmad Tijan Sallah.

3. Renewal of Contract

This contract is valid for a period of **one (1) academic year**. Renewal is not automatic. The Employee must **re-apply for the position** through the school's administration **at least one (1) month prior to the end of the contract** (i.e., by the beginning of June) for consideration for re-employment for the following academic year. Failure to do so will result in the contract expiring without renewal and the position being considered vacant.

4. Background Check and Consent

The Employee confirms that they have **given full consent** for the Employer to conduct a background check prior to their employment. This includes, but is not limited to, contacting previous employers (if applicable) for references or employment verification.



5. Social Security Number Requirement

The Employee affirms that they are **in possession of a valid Social Security Number** issued by the Social Security and Housing Finance Corporation (SSHFC) of The Gambia and agrees to provide the same for records and statutory deductions if applicable.

6. Duties and Responsibilities

The Employee agrees to:

- Uphold the values and mission of Madawi Bilingual School.
- Deliver lessons and perform duties in accordance with the school's curriculum and schedule.
- Maintain discipline, ethical conduct, and professionalism at all times.

7. Termination

This contract may be terminated by either party under the following conditions:

- By the Employer, for cause (e.g., misconduct, breach of duties, or failure to meet performance standards), with or without notice depending on the severity.
- By either party, without cause, upon providing **one (1) month's written notice** or one month's salary in lieu of notice.

8. Entire Agreement

This document constitutes the entire agreement between the parties. No oral statements or prior written material not specifically incorporated herein shall be of any force or effect.

IN WITNESS WHEREOF, the parties have executed this Employment Contract as of the date first above written.

Signed:

Dr. Ahmad Tijan Sallah
Executive Director, Madawi Bilingual School
Date: _____

[Employee Full Name]

Date: _____

[Employee Signature]