

VARIATION TO PATTERN OF WORK AND REGULAR HOURS



Use this form to vary a trainee's regular hours of work. A copy should be provided to the trainee and also forwarded to your Employment Coach and to awardenquiries@aflsportsready.com.au as soon as possible, but at a minimum 7 days prior to the varied terms commencing.

Employer's Details

Company Name:	AFL SportsReady Limited
ABN:	92 067 484 146
Authorised by:	

Host Employer's Details

Company Name:	
ABN:	
Authorised by:	

Employee's Details

Name:	
ID:	
Position:	

Nature of Agreement

☐ Temporary variation ☐ Permanent variation

Terms of Agreement

The Employer and Employee agree that the Employee's ordinary hours of work will be varied to the following arrangement, effective from _____ to _____
[start date] [end date or ongoing]

	Week 1				
	Start Time	Finish Time	Unpaid Meal Break Start Time	Unpaid Meal Break Finish Time	Total Hours
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					
Saturday					
Sunday					

	Week 2 (if fortnightly roster is used)				
	Start Time	Finish Time	Unpaid Meal Break Start Time	Unpaid Meal Break Finish Time	Total Hours
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					
Saturday					
Sunday					

The Employer and Employee acknowledge that:

- ☒ any variation to this agreement will be made in writing,
- ☒ the Employee will be paid for the minimum daily hours under the applicable Modern Award.
- ☒ this agreement will be kept by the employer and a copy provided to the employee.

Signed as an agreement

Signed by AFL Sports Ready Limited

Signature

Date

Signed by Host Employer

Signature

Date

Signed by Employee

Signature

Date

If the Employee is under the age of 18, also signed by:

Full name of Employee's Parent or Legal Guardian:

Parent / Legal Guardian

Signature

Date