



Agreement between Research Personnel and Supervisor

Object of agreement:

The University is hiring (*incumbent's name*) _____ as
(*position title*) _____, in the department of (*department name*)
_____, under the supervision of (*name of professor*)
_____ from (*start date*) _____ to
(*end date*) _____.

Duration of agreement: _____ (*weeks/months*)

Reason for agreement:

(*Description of project*)

Summary of work:

(*Description of main tasks to be performed by incumbent*)

Conditions of employment:

(*The conditions of employment are as described in the collective agreement for support staff of the University of Winnipeg unless otherwise specified.*)

The university will pay the incumbent a salary of \$ _____ per hour. This salary corresponds to the hourly rate in the salary scale for _____. (*Add pertinent details*)

Funds for the salary were obtained from: ☐ NSERC ☐ SSHRC ☐ UW. (*Specify*)

Payment Procedures:

(Insert the pertinent details. For example, the incumbent will be required to complete time sheets. For each pay period, the salary will be paid in accord with the time sheets submitted, etc.)

Number of hours per weeks: _____

Work schedule: ☐ variable ☐ fixed *(Please check one)*

Specific conditions:

1. The incumbent acknowledges having read the university's policy on integrity in research and scholarship and agrees to follow it.
2. The incumbent confirms having provided all required documents attesting to his/her qualifications and experience and any other documents requested by the university.
3. It is agreed that at the end of this contract, the incumbent will not take or keep any document, report, project, data, product, etc., resulting from this agreement without permission from the supervisor and the university.
4. The incumbent solemnly declares that he/she will not divulge without prior authorization, any information or data that he/she obtains as a result of this employment.
5. Products produced by the incumbent as a result of this agreement and during the term of this agreement belong jointly to the supervisor and the university, unless otherwise agreed between these parties.
6. The incumbent agrees to refuse any remuneration or any other advantage, direct or indirect, as a result of this employment, other than the salary paid by the university.

In the event that the incumbent fails to abide by these conditions, his/her employment will be terminated without notice.

I, the incumbent, agree to abide by the specific conditions set out in this agreement.

Signature – Incumbent

Date

Signature – Supervisor

Date