



Brightstart Academy  
73/88 Moo 5 Lakhok, Muang, Pathumthani

### Employment Contract

Contract No. 2024/008

Date: 31 May 2024

This agreement is made between Dr. Sutawadee Arttapiyapun, Principal of Brightstart Academy located at 73/88 Moo 5, Lakhok, Muang Pathumthani, Pathumthani Province (hereinafter referred to as the "Employer") and Ms. May Ann C. Espinosa from the Philippines, Passport no. P2494419C will reside at 13/34 Floor 3, Phase 4A, Plum Condo Phaholyothin 89, Pathumthani (hereinafter referred to as the "Employee").

#### Job Assignment and Wages

The Employer hereby engages Employee as a class facilitator for Mathematic subject and related duties. The Employee agrees to work for Brightstart Academy in the capacity of a class facilitator which will be paid monthly 35,000THB for August 2024 onward. The salary will be paid on the 5th of every month.

#### Duration of Contract and Worksite

The duration of the contract is starting from the date of this contract until 31/05/25 and the worksite is located at 73/88 Moo 5, Lakhok, Muang Pathumthani, Pathumthani Province. The extension of this contract shall be mutually agreed upon between the Employer and the Employee.

#### Responsibilities/Obligations

- The Employee as a teacher is required to submit school documents at the end of the school semester or upon request by the employer. These documents are as follows:
  - Multimedia, presentation, and lesson details
  - Class record
  - Class attendance
  - Student's activities/worksheets
  - Student's assessments (academic and behavioral)
- The Employee is expected to perform the responsibilities of his/her position and to use his/her best efforts in preparing engaging lessons for students as well as lesson guide and weekly lesson log.



3. The Employee understands that all documents (including computer records, cloud records, and e-mail) and materials created, received, or transmitted in connection with his/her work are the sole property of the Employer. All records, files, drawings, documents, data in whatever form, business equipment (including computers, keys, etc.), and the like relating to, or provided by the Employer shall be and remain the sole property of the Employer. Upon termination of employment, Employee shall immediately return to the Employer all such items without retention of any copies and additional request by the Employer.

4. The Employer agrees to work harmoniously with other school personnel to create positive and conducive learning surroundings.

5. The Employer agrees to follow the school's policies and rules strictly.

### Completion of Employment

1. The Employee has to notify the Employer two months (60 days) before the maturity date of the contract if they wish to terminate the contract on the date stated on the contract. The decision will be bilateral from both parties.

2. If the Employee breaches the contract, it means that the Employee has failed to complete their tasks and responsibilities promptly, in which case the Employer has the right to withhold the Employee's salary for the last month. The Employee is obligated to compensate the Employer with the agency fees, work permit fees, social security funds, and school T-shirts.

3. Upon dutiful completion of the contract at the end of the agreement the employer will take the employee to cancel the work permit and work visa on the last day of Brightstart Academy year. The employer will request a visa to allow the employee to remain for a further 5 days.

Done in duplicate and each party holds one copy. In witness whereof, the undersigned, having fully understood the contents of the contract started herein, have signed this agreement.

Signature

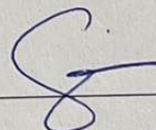


(Dr. Sutawadee Arttapiyapun)

Employer



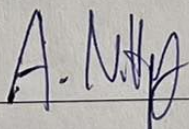
Signature



(Ms. May Ann C. Espinosa)

Employee

Signature



(Mr. Nuttapong Arttapiyapun)

Witness