Permanent or Fixed Term Employment

Employees can be hired as permanent employees or on a fixed term contract.

Permanent Employment
Permanent employees are employed on an ongoing basis until the employer or employee ends the employment relationship.

Fixed-term Employment
Fixed term means that the employee is employed for a specific time, task or season. For example, a 6-month contract where employment ends after 6 months. Fixed term employees are generally entitled to the same wages, penalties and leave as permanent employees. There are rules that limit the use of fixed-term contracts. An award or enterprise agreement may provide different terms and conditions for a fixed-term employee.

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Types of Employment

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Casual Employment

A casual employee:

- Has no guaranteed hours of work
- Often works irregular hours
- Usually has no paid sick or annual leave
- Can end employment without notice, unless notice is required by an enterprise agreement, award or employment contract

Casual employees are entitled to:

- A higher pay rate than equivalent full-time or part-time employees. This is called a 'casual loading' and is paid because you don't get benefits such as sick or annual leave
- 2 days' unpaid carer's leave
- 2 days' unpaid compassionate leave per occasion
- Unpaid community service leave

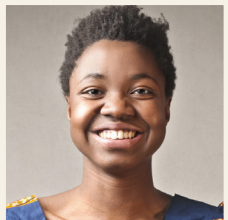
After 12 months of regular employment, and if it's likely regular employment will continue, a casual employee can:

- Request flexible working arrangements
- Take parental leave
- May have a right to convert to full or part-time employment (in some circumstances after 6 months)

Full-Time Employment

A full-time employee:

- Usually works an average of 38 hours each week. The actual hours of work for an employee in a particular job or industry are agreed between the employer and the employee and/or set by an award or enterprise agreement
- Usually works regular hours each week
- Benefits fully from the National Employment Standards
- Receives at least
    - 4 weeks' paid annual leave each year
    - 10 days' paid personal (sick) or carer's leave each year
    - 2 days' paid compassionate leave for each permissible occasion
- Entitled to
    - Long service leave
    - Be absent from work with pay on public holidays
    - Notice of termination and redundancy pay



Part-Time Employment

A part-time employee:

- Works, on average, less than 38 hours per week
- Usually works regular hours each week
- Is generally entitled to the same benefits as a full-time employee, based on their proportion of full-time hours

Apprenticeships & Traineeships

As an apprentice or a trainee, you'll generally get the same entitlements as other employees, such as paid annual leave, sick leave, public holidays and breaks, but you might get a lower wage. Entitlements depend on your award, enterprise agreement or employment contract, so check your employment papers for information on this.