Stockholms universitet

TRANSLATION OF EMPLOYMENT DECISION

An employment agreement is concluded between Stockholm University and the employee below in accordance with the following terms and conditions, provided that the employment decision has gained legal force and effect.

Personal data

Surname and given name	Personal identification number
Address incl. possible apartment number (entered in the next box)	Apartment no
C/O	Area code and postal address

Employment

Employed as	☐ Full-time ☐ Part-time % of full-time
Currently based at	Org. unit (no)

Terms of employment

Monthly salary full-time, SEK	Salary level, year	Terms of employment (e.g., vacation, notice periods, salary payment, overtime and additional hours etc.) are regulated in the following collective agreement. Notice periods are also regulated in the Job Security Agreement (Sw. Avtal om omställning). • See the list below

Type of employment – indefinite term employment

Employed as of for an indefinite term

Type of employment – probationary employment, the Employment Protection Act Section 6

Employed as of for an indefinite term, but for no longer than

Unless the probationary employment has been terminated prior to its expiration date, the probationary employment will transform into an indefinite term employment after the probitionary period.

Type of employment – fixed-term employment

Employed as of for an indefinite term, but for no longer than

Basis for fixed-term employment
• See the list below

Work tasks

Short description of work tasks

Notes

Other relevant information, if any
Where applicable: This employment decision is conditioned upon that the employee is granted, and provides the employer with, valid work permit.

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Working Hours

Working hours are regulated in the above mentioned collective agreement (villkorsavtal).

The empoyer shall give the employee no less than two weeks' advance notice of:

- changes concerning the organisation of regular working time
- information that the working hours will vary between different hours and days.

This regulation does not apply to employees with annual working hours (Sw. Årsarbetstid) and employees with non-regulated working hours (Sw. Förtroendearbetstid).

Employer's contributions and social security

The employer pays employer's contributions according to the Social Fee Act (2000:980). In addition, the Sick Pay Act (1991:1047) is applicable. The employee may also, where applicable, be granted benefits during sick leave and parental leave according to the above mentioned collective agreement (Villkorsavtal) as well as benefits according to other collective agreements such as the Occupational Pension Agreement PA16, the Job Security Agreement, Agreement on Compensation for Personal Injury, PSA and Government Service Group Life Insurance (Sw. TGL-S). Employees covered by the Specific Agreement for Certain Public Employments (VASA), may in certain cases be granted social security under Ordinance (1965:459) on Group Life Insurance for Participants in Labor Market Training etc.

Central and local collective agreements

In addition to the above mentioned collective agreement (villkorsavtal), the employee is covered by other central collective ageements within the public sector, visit arbetgivarverket.se, as well as, were applicable, other local collective agreements that the employer has entered into persuant to such central collective agreement or by delegation from Arbetsgivarverket. Information on such local collective agreements (if any) is provided separately.

Termination of employment

How an employment is terminated and what each party needs to consider when an employment is terminated is determined by Sections 4, 4 b, 34–37 and 40–42, the Employment Protection Act. In addition, Sections 8–11, the Public Employment Act are applicable as well as applicable regulations under the above mentioned collective agreement mentioned under Terms of employment.

Training

Where applicable, the employee is entitled to training to the extent regulated by law, for example training in work environment regulations that are relevant to the work tasks.

Decision in accordance with the delegation policy

Date	Signature	Administrator, name and extension
	Name and title	

Terms of employment – collective agreement

- **Agreement on General Terms and Conditions (Villkorsavtal)**
- **Agreement on General Terms and Conditions-SU (Villkorsavtal-SU)**
- **Specific Agreement for Certain Public Employments (VASA)**
- **Manerigal Agreement (Chefsavtal)**

Basis for fixed-term employment

- **Employment Protection Act Section 5 paragraph 1 p. 1 Specific fixed-term employment** (LAS 5 § st. 1 p. 1 Särskild visstidsanställning (SÄVA))
- **Employment Protection Act Section 5 paragraph 1 p. 2 Temporary substitute employment** (LAS 5 § st. 1 p. 2 Vikariat)
- **Employment Protection Act Section 5 paragraph 1 p. 3 Seasonal employment** (LAS 5 § st. 1 p. 3 Säsongsarbete)
- **The Higher Education Ordinance Chapter 4 Section 12a Associate senior lecturer/Assistant professor** (HF 4 kap. 12 a § Biträdande lektor)
- **The Higher Education Ordinance Chapter 4 Section 11 Adjunct professor** (HF 4 kap. 11 § Adjungerad professor)
- **The Higher Education Ordinance Chapter 4 Section 12 Visiting professor** (HF 4 kap. 12 Gästprofessor)
- **The Higher Education Ordinance Chapter 5 Section 7 Phd student** (HF 5 kap. 7 § Doktorand)
- **The Higher Education Ordinance Chapter 5 Section 12 Teaching assistant** (HF 5 kap. 12 § Amanuens)
- **Postdoctoral Fellow – Central Collective Agreement** (Postdoktor – centralt kollektivavtal)
- **Adjunct teacher – Central Collective Agreement** (Adjungerad lärare – centralt kollektivavtal)
- **VASA Section 4 – Central Collective Agreement** (VASA 4 § – centralt kollektivavtal)

Employer's note – not part of the decision

Besta-code (9 positions)	Accounting information		
	Allocation %	**Cost unit**	**Project**
Research subject group (3 positions)			

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