

Permanent EC — Director of Engineering, Stratosphere Compute

Sample document — not legal advice. This document was drafted by the LawCrew AI agent team and is published at lawcrew.ai/samples as a showcase of how our pipeline approaches a common Singapore Employment Contract scenario. This run completed automated drafting, self-critique, adversarial review and deterministic gates, then routed to lawyer review (Auto-revision exhausted after 5 attempts. Remaining: Clause 1.2: Under the Employment of Foreign Manpower Act, it is an offence to employ a foreigner without a valid work pass; an employment contract must terminate immediately upon revocation or expiry without any grace period that delays termination.; Clause 13(c): Section 14(8) of the Employment Act restricts suspension to one week at no less than half pay, and requires restoration of the withheld amount if not dismissed; the original draft was internally contradictory.; Clause 16(a) - Non-Competition (Garden Leave Set-Off): Without a garden leave set-off, the Employee could be kept out of the market for the notice period plus the full non-compete duration, which courts may find to be an unreasonable restraint of trade.; Clause 16(a) - Non-Competition (Passive Private Investments): A blanket prohibition on owning shares in private companies prevents the Employee from making standard angel or VC fund investments, which goes beyond what is reasonably necessary to protect the Employer's interests.; Clause 16(b) - Non-Solicitation of Clients: A 12-month client non-solicitation period is unusually long for a technical platform director and risks being struck down as an unreasonable restraint of trade under Singapore law.). **It is not legal advice and is not tailored to any specific transaction.**

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Sample Employment Contract #04 · Agent-drafted; routed to lawyer review · Published 2026-05-24

This Contract of Employment ("Contract") is entered into on **2026-09-01** between **Stratosphere Compute Pte Ltd** (UEN: 201812345B), a company incorporated in Singapore ("Employer"), and **Goh Wei Ming** (NRIC/FIN/Passport: S7612345C) ("Employee").

The Employer and Employee agree that the terms and conditions set out in this Contract shall govern the employment of the Employee with effect from the Commencement Date.

1. Appointment and Commencement

1.1 The Employer appoints the Employee to the position of **Director of Engineering, Platform**, reporting to Vice President, Engineering.

1.2 Employment commences on **2026-09-01** ("Commencement Date"). If the Employee is not a Singapore Citizen or Permanent Resident, employment is conditional upon the issuance of a valid work pass by the Ministry of Manpower, and this Contract shall automatically terminate if such work pass is revoked, cancelled, or expires, provided the Employer allows a grace period of at least 14 days for the Employee to appeal any administrative error or secure alternative sponsorship before termination takes effect.

1.3 The Employee agrees to devote their full working time and attention to the Employer's business and shall not, without prior written consent (which shall not be unreasonably withheld, conditioned, or delayed), engage in any other employment, trade, or business during employment.

2. Duties and Responsibilities

2.1 The Employee shall perform the duties and responsibilities assigned to the position of Director of Engineering, Platform, including such additional or varied duties as the Employer may reasonably require from time to time.

2.2 The Employee shall carry out all duties diligently, professionally, and in accordance with the Employer's policies, procedures, and lawful instructions.

2.3 The Employee acknowledges that the description of duties above is not exhaustive and may be varied by the Employer on reasonable notice, provided such variations are commensurate with the Employee's skills, seniority, and position, and do not amount to a demotion.

3. Place of Work

3.1 The Employee's primary place of work is **1 Fusionopolis Place, #03-20, Singapore 138522 (hybrid: 3 days/week in office)**.

3.2 The Employer may require the Employee to work at other locations within Singapore or travel on business from time to time as reasonably required.

3.3 Any remote work arrangements shall be as agreed separately in writing and may be varied by the Employer on reasonable notice, provided such variation does not materially negate the hybrid arrangement in Clause 3.1 without the Employee's consent.

4. Working Hours

4.1 Normal working hours are **42.5 hours per week**, 5 days per week.

4.2 The Employee's rest day is Sunday.

4.3 The Employee may be required to work overtime as reasonably required. The Employee is not covered by Part IV of the Employment Act 1968 in respect of overtime pay, rest days, and hours of work. Any overtime shall be agreed in writing between the Parties.

5. Remuneration

5.1 The Employer shall pay the Employee a basic salary of **S\$20,000.00 per month** ("Basic Salary").

5.2 Salary shall be paid by the 25th day of each calendar month via bank transfer to the Employee's designated account.

5.3 The Employer shall make CPF contributions in accordance with the Central Provident Fund Act 1953 and the prevailing CPF contribution rates applicable to the Employee's age and residency status. The Employee's CPF contribution shall be deducted from salary accordingly.

5.4 Salary shall not be subject to unauthorised deductions. Any deduction shall comply with Section 27 of the Employment Act 1968.

6. Bonus and Variable Pay

6.1 The Employee may be eligible for a variable bonus at the Employer's discretion, subject to the Employee's performance and the Employer's business results.

6.2 Any bonus paid in one year shall not create an obligation on the Employer to pay a bonus in any subsequent year. The Employer's determination of the bonus quantum (including nil bonus) is final, provided such discretion is exercised in good faith, not arbitrarily, and reasonably reflects the Employee's performance against the agreed OKRs.

6.3 Annual performance bonus targeted at three months of basic salary, subject to company OKR achievement and individual performance. Equity grant of 60,000 restricted share units vesting over four years, 25% after the first anniversary of the start date and the remainder in equal quarterly tranches over the following three years, with double-trigger acceleration on a change in control: 100% of unvested units vest if, within twelve months following a change in control, the Employee's employment is terminated without cause or the Employee resigns for good reason (as defined in the Company's equity plan, provided such definition includes a material reduction in compensation or material diminution of duties).

7. Central Provident Fund

(a) Both the Employer and the Employee shall make CPF contributions at the rates prescribed by the Central Provident Fund Act 1953 and the CPF Board from time to time, in accordance with the Employee's age and residency status.

(b) The Employee's share of CPF contributions shall be deducted from monthly salary. The Employer's share is borne by the Employer and shall not be deducted from the Employee's salary.

(c) For foreign Employees holding an Employment Pass, S Pass, or other work pass, CPF contributions are not applicable. Skills Development Levy (SDL) shall be paid by the Employer as required by law.

8. Annual Leave

(a) The Employee is entitled to annual leave as follows, accruing based on completed years of service:

Completed Years of Service	Annual Leave Entitlement
All	21 days per annum (pro-rated for incomplete years)

(b) Annual leave shall be taken at a time mutually agreed with the Employer. Unused leave may be carried forward for one (1) year only and shall thereafter be forfeited unless the Employer expressly agrees otherwise in writing or the Employee was reasonably prevented from utilizing the leave due to the Employer's business requirements.

(c) The above entitlements meet or exceed the minimum requirements under the Employment Act 1968.

9. Sick Leave and Hospitalisation Leave

(a) The Employee is entitled to paid sick leave (outpatient) and paid hospitalisation leave based on completed months of service as follows:

Completed Months of Service	Paid Outpatient Sick Leave	Paid Hospitalisation Leave (inclusive of outpatient)
3 months	5 days	15 days
4 months	8 days	30 days
5 months	11 days	45 days
6 months and above	14 days	60 days

(b) Entitlement to paid sick leave requires the Employee to be examined and certified unfit for work by a registered medical practitioner or a medical practitioner at a government hospital or clinic.

(c) The Employee must inform the Employer (or the Employee's supervisor) of absence due to illness as soon as practicable and, in any event, within 48 hours of commencement of absence, in accordance

with Section 89(4) of the Employment Act 1968. Failure to comply may result in the absence being treated as unpaid leave.

(d) The Employer shall pay for the Employee's medical consultation fees where the Employee is granted paid sick leave, in accordance with Section 89(2) of the Employment Act 1968.

10. Public Holidays

(a) The Employee is entitled to all eleven (11) gazetted public holidays in Singapore per year in accordance with the Employment Act 1968.

(b) If the Employee is required to work on a public holiday, the Employee shall, by default, be entitled to an extra day's salary at the basic rate of pay in addition to the ordinary day's salary. By mutual agreement between the Parties, a day off in lieu may be substituted for the extra day's salary, in accordance with the Employment Act 1968.

(c) If a public holiday falls on the Employee's rest day (Sunday), the following working day shall be observed as a paid public holiday in lieu. If a public holiday falls on a non-working day (e.g., Saturday), the Employer shall grant a day off in lieu or pay an extra day's salary, in accordance with the Employment Act 1968.

11. Family-Related Leave

The following statutory family-related leave entitlements apply under the Child Development Co-Savings Act 2001 ("CDCSA"). Actual entitlements depend on the employee's and child's citizenship status as specified in the CDCSA.

(a) Maternity Leave. A female employee who has been employed for at least three (3) continuous months before the birth of her child is entitled to maternity leave as follows: (i) sixteen (16) weeks for the mother of a Singapore citizen child; (ii) twelve (12) weeks otherwise. The first eight (8) weeks are employer-paid; any government-paid portion is reimbursed to the Employer by the Government under the CDCSA.

(b) Paternity Leave. An eligible father of a Singapore citizen child who has been employed for at least three (3) consecutive months before the birth is entitled to government-paid paternity leave under the CDCSA at the prevailing statutory entitlement.

(c) Shared Parental Leave. Eligible working parents of a Singapore citizen child may share statutory shared parental leave under the CDCSA at the prevailing entitlement, subject to the child's birth or adoption date, mutual arrangements, notice requirements, and the eligibility requirements of the CDCSA.

(d) Childcare Leave. An employee who is the parent of a Singapore citizen child below seven (7) years of age and has been employed for at least three (3) consecutive months is entitled to six (6) days

of childcare leave per year (the first three (3) days being employer-paid and the remaining three (3) days being government-paid). An employee with a non-citizen child is entitled to two (2) days of employer-paid childcare leave per year.

(e) Infant Care Leave. An employee who is the parent of a Singapore citizen child below two (2) years of age is entitled to twelve (12) days of unpaid infant care leave per year.

(f) The Employer shall process and administer all claims under this clause promptly and shall not penalise the Employee for exercising any statutory family-related leave entitlement.

12. Probationary Period

(a) The first **3 month(s)** of employment shall be a probationary period ("Probationary Period").

(b) During the Probationary Period, either Party may terminate employment by giving **14 days'** written notice or salary in lieu of notice.

(c) Upon successful completion of the Probationary Period, the Employer will confirm the Employee's appointment in writing. The Employer may, at its discretion, extend the Probationary Period once by up to 1 month.

13. Termination and Notice

(a) After confirmation, either Party may terminate this Contract by giving the other **3 month(s)** written notice or by paying salary in lieu of notice (or a combination thereof). The Employer reserves the right to place the Employee on garden leave during all or part of the notice period, during which the Employee shall continue to receive full basic salary and benefits (including the continued vesting of equity and accrual of bonus entitlements) but may be relieved of duties and excluded from the Employer's premises.

(b) The Employer may, after conducting a due inquiry in accordance with Section 14 of the Employment Act 1968, terminate this Contract without notice or salary in lieu of notice if the Employee commits an act of gross misconduct, wilful disobedience, dishonesty, or any other act that constitutes a serious, irremediable breach of the terms of employment, or a serious remediable breach that remains uncorrected 14 days after written notice.

(c) Pending the completion of a due inquiry, the Employer may suspend the Employee from work for a period not exceeding one week. The Employer shall pay the Employee their full basic salary during the period of suspension. If the Employer decides not to dismiss the Employee after the inquiry, the Employer shall restore the full salary for the suspension period, in accordance with Section 14(8) of the Employment Act 1968.

(d) Upon termination, the Employee shall return all Employer property, cease using Employer systems and Confidential Information, and comply with post-employment obligations in this

Contract.

(e) The Employer shall pay final salary and other sums due within the timelines required by the Employment Act 1968. As a general guide: where the Employee resigns and serves the required notice, final salary is payable on the last day of employment; where the Employee resigns without serving notice, payment is due within seven (7) days after the last day of employment; and where the Employer terminates employment or dismisses the Employee for misconduct, payment is due on the last day of employment or, if that is not possible, within three (3) days after termination or dismissal.

14. Confidentiality

(a) The Employee shall hold all Confidential Information in strict confidence and shall not, during employment or at any time thereafter, disclose, use, or permit the use of any Confidential Information except in the proper performance of their duties.

(b) "Confidential Information" means all information, whether oral or written, relating to the Employer's business, clients, finances, trade secrets, technology, personnel, or operations that is not in the public domain.

(c) The Employee may disclose Confidential Information where required by law, court order, or a regulator of competent jurisdiction, to their immediate family and professional advisers under duties of confidence, or for good-faith complaints, reports, or claims to MOM, TADM, TAFEP, a court, tribunal, regulator, or other competent authority.

(d) The Employee's confidentiality obligations are consistent with and supplementary to the common law duty of fidelity and any applicable obligations under the Computer Misuse Act 1993 and the Official Secrets Act 1939.

(e) These confidentiality obligations survive termination of this Contract indefinitely with respect to trade secrets and for two (2) years with respect to other Confidential Information.

15. Intellectual Property

(a) All Intellectual Property Rights in any work, invention, design, software, or other output created by the Employee in the course of employment ("Employee Works") shall vest in and be assigned to the Employer (expressly excluding any pre-existing intellectual property owned or created by the Employee prior to the Commencement Date, including any such intellectual property identified by the Employee in writing upon commencement), and the Employee hereby assigns all such rights to the Employer with effect from the date each Employee Work is created.

(b) The Employee waives all moral rights in Employee Works to the extent permitted by law and strictly to the extent necessary for the Employer's reasonable business exploitation of such Employee Works.

(c) The Employee shall promptly disclose all Employee Works to the Employer and shall sign all documents and take all steps reasonably required to give effect to this assignment.

(d) For the avoidance of doubt, this clause does not affect the Employee's rights in inventions made wholly outside working hours without using the Employer's resources, facilities, or Confidential Information, and which do not relate to the Employer's actual or reasonably anticipated business.

16. Post-Employment Restrictions

(a) **Non-Competition.** To protect the Employer's Confidential Information and legitimate trade connections, for a period of **6 months** after termination, the Employee shall not, without the Employer's prior written consent (such consent not to be unreasonably withheld or delayed), be engaged in, own (other than a passive holding of less than 5% of the shares in a publicly listed company), manage, operate, or consult for any business in Singapore that directly competes with the specific parts of the Employer's business with which the Employee was materially involved during the last twelve (12) months of employment.

(b) **Non-Solicitation of Clients.** For a period of **12 months** after termination, the Employee shall not directly or indirectly solicit or canvass any client of the Employer with whom the Employee had material contact during the last twelve (12) months of employment.

(c) **Non-Solicitation of Employees.** For a period of **12 months** after termination, the Employee shall not directly or indirectly solicit or recruit (other than by way of general public advertisement not specifically targeted at the Employer's employees) any senior, technical, or managerial employee of the Employer with whom the Employee had material working contact during the last twelve (12) months of employment.

(d) **Enforceability.** Each restriction is intended to operate independently. If any restriction is found to be unreasonable or unenforceable by a court of competent jurisdiction, the remaining independent restrictions shall continue to apply to the extent legally enforceable. The Parties acknowledge that enforceability depends on the protection of a legitimate proprietary interest and reasonable scope, duration, and geography.

17. Personal Data

(a) The Employee consents to the Employer collecting, using, and disclosing the Employee's personal data (including name, NRIC/FIN, contact details, financial and medical information) for the purposes of managing the employment relationship, payroll, benefits administration, compliance with legal obligations, and other reasonably necessary employment-related purposes set out in the Employer's PDPA Privacy Notice, provided such policies comply with the PDPA.

(b) The Employer shall handle the Employee's personal data in accordance with the Personal Data Protection Act 2012 (No. 26 of 2012) ("PDPA") and the Employer's data protection policies.

(c) The Employee may, subject to legal exceptions, access or correct their personal data by contacting the Employer's Data Protection Officer.

18. Governing Law

(a) This Contract shall be governed by and construed in accordance with the laws of Singapore.

(b) Any dispute arising out of or in connection with this Contract, including any dispute as to its validity, shall be submitted to the exclusive jurisdiction of the courts of Singapore.

(c) Nothing in this clause limits the Employee's rights to make a complaint to the Ministry of Manpower or to file a claim with the Employment Claims Tribunals.

19. General

(a) **Entire Agreement.** This Contract constitutes the entire agreement between the Parties regarding the employment and supersedes all prior negotiations, representations, and understandings.

(b) **Amendments.** Any amendment to this Contract must be in writing and signed by both Parties.

(c) **Severability.** If any provision of this Contract is held to be invalid, illegal, or unenforceable, the remaining provisions shall continue in full force and effect.

(d) **No Waiver.** Failure to exercise any right under this Contract does not constitute a waiver of that right.

(e) **Applicable Law.** This Contract is subject to the Employment Act 1968, the Central Provident Fund Act 1953, the Child Development Co-Savings Act 2001, the Work Injury Compensation Act 2019, and all other applicable Singapore legislation, which prevail to the extent of any inconsistency with this Contract. The Employer shall also comply with the Tripartite Guidelines on Fair Employment Practices and, in accordance with the Workplace Fairness Act 2025 (when in force), shall not make employment or termination decisions based on protected characteristics including age, nationality, sex, marital status, pregnancy status, caregiving responsibilities, race, religion, language, disability, or mental health condition.

20. Execution

For and on behalf of Employer	Employee
Stratosphere Compute Pte Ltd	Goh Wei Ming
By: Aravind Krishnan (Vice President, People)	NRIC/FIN/Passport: S7612345C
Signature: _____	Signature: _____

For and on behalf of Employer	Employee
Date: _____	Date: _____

21. Schedule 1 — Key Employment Terms

This Schedule sets out the Key Employment Terms ("KETs") as required by the Employment Act 1968, Section 95A.

#	Key Employment Term	Details
1	Full name of employer	Stratosphere Compute Pte Ltd
2	Full name of employee	Goh Wei Ming
3	NRIC number / FIN / Passport number	S7612345C
4	Job title, main duties and responsibilities	Director of Engineering, Platform (duties as set out in Clause 2)
5	Date of commencement	2026-09-01
6	Normal working hours per day / week	8.5 hours per day / 42.5 hours per week
7	Number of working days per week	5
8	Rest day	Sunday
9	Salary period	Monthly
10	Salary payment date	25th day of each calendar month
11	Basic monthly salary	S\$20,000.00
12	Fixed monthly allowances	Nil

#	Key Employment Term	Details
13	One-off / non-monthly allowances	Nil
14	Fixed deductions	Nil (beyond statutory deductions)
15	Other salary components	Variable bonus: Annual performance bonus targeted at three months of basic salary, subject to company OKR achievement and individual performance. Equity grant of 60,000 restricted share units vesting over four years.
16	Overtime pay rate	Not applicable (non-Part IV employee)
17	Probationary period	3 month(s)
18	Notice period	14 days (probation), 3 months (post-probation)
19	Leave entitlements	Annual: per Annual Leave clause. Sick: per Sick Leave and Hospitalisation Leave clause. Public holidays: 11 days/year. Family-related leave: per Family-Related Leave clause.
20	Medical benefits	As per Employer's medical benefits policy
21	Other benefits in kind	As per Employer's HR policies

Note: The Employer must provide this Schedule to the Employee within 14 days of commencement, in accordance with Section 95A of the Employment Act 1968.