



## Agreement of Cooperation

An agreement is made today 25 / 1 /2023 between:

Adams Beach Hotel  
 Ayia Napa, Cyprus  
 Telephone No.: +357 23840000  
 Represented by the Hotel's General Manager, Mr. Demetris Tsingis  
 (Referred to in this agreement as "the Employer")

and

Director: Ing. Miroslav Bohát  
 from  
 Stredná odborná škola hotelových služieb a obchodu,  
 Zdravotnícka 3, 940 02 Nové Zámky  
 Telephone No.: 035 6428 623  
 Email: skola@hosnz.sk  
 (Referred to in this agreement as "the Cooperator")

*Both together and individually referred to as "party" and "parties"*

The purpose of this Agreement is the recruitment, selection, and placement of appropriate applicants, for internship in Cyprus, according to the conditions and requests of the Employer

1. **The Institution** agrees to:
  - 1.1 Provide students for internship services to Adams Beach Hotel, as per the Hotels requirements
  - 1.2 Obtain the required information and documentation provided by selected applicants and forward accordingly to the Adams Beach Hotel
  - 1.3 Conduct a preliminary screening of all applicants, to ensure that they fulfil the qualification criteria specified by the Hotel for each position, and then present the applicants to Adams Beach Hotel with any relevant comments and recommendations for each one
  - 1.4 Arrange an interview day in the Institutes country of sourcing applicants, as per the Hotels request and availability (provided that both parties agree in advance to proceed with this option)
    - 1.4.1 All applicants presented during such interview days, should have been already preliminary screened and approved by the Institute

- 1.4.2 During such interview days, there must be a private interview area where a representative of the Hotel is able to personally interview applicants without having contact with any of the other applicants, and there must also be a waiting area (physically separated by the interview area) for all the applicants waiting to be interviewed
- 1.4.3 All arrangements for such an event are handled by the Institute
- 1.4.4 Any possible cost for such arrangements is not covered by the Employer (unless otherwise agreed upon)
- 1.5 Arrange date and time for on-line video conference between each pre-selected (by the Recruiter) applicant and the Employer, when physical interview is not possible
- 1.6 Assist Students accepted for employment, by providing relevant information on any required documentation and procedures, to ensure their arrival to the designated place of internship, at the time specified by the Employer
- 1.7 Inform all applicants accepted for employment, that once at their workplace, they are obligated to follow and behave as per relevant departmental and general hotel rules and regulations and under the regulations of the Cyprus law
- 1.8 Ensure to inform accordingly, all selected students, by properly relaying all relevant information intended for them, as requested, and provided by Adams Beach Hotel
- 1.9 Provide Adams Beach Hotel with all relevant arrival information for each student
- 1.10 Students should be informed to have with them the European Health card that is used when travelling abroad.

2. Adams Beach Hotel agrees to:

- 2.1 Provide the Institute with a list of the vacant positions requesting for internship and the required qualifications for each position
- 2.2 Update the Institute if/when any of the vacant positions of the original list of requirements has been filled
- 2.3 Provide the Institute with a brief job description for each position listed
- 2.4 Provide the Recruiter with the necessary information on the Internship terms and conditions for each position
- 2.5 Provide the Institute with the necessary information on accommodation and living conditions of the applicants to be employed, where applicable
- 2.6 Inform the Institute of the decision to employ an applicant, once the applicant is interviewed and found acceptable
- 2.7 Provide the Institute with a copy of a preliminary agreement of employment for each applicant approved



- 2.8 Inform the Institute if any of the students (placed by the Institute) have stopped working (or were terminated) before completing one week and/or one month of employment, as well as the reason the employee stopped working or was terminated, in time.
  - 2.9 Guarantee to the Institute that all students approved shall be employed under the legal requirements, as specified at the time of employment by the relevant Cyprus legislation
  - 2.10 Guarantee to the Institute that all Students employed shall have a proper induction and training, and that efforts will be made to provide favourable conditions to motivate the students to remain in the Adams Beach Hotel workplace
3. Both Parties agree:
- 3.1 That this agreement is valid for the period between May 15 2023 to September 30 2023
  - 3.2 That any adjustments to this agreement must be mutually agreed upon, made in writing, signed by both Parties, and dated accordingly
  - 3.3 To maintain full confidentiality on all aspects between their cooperation
  - 3.4 That they are responsible for implementation of all terms and conditions specified in this agreement
  - 3.5 To resolve any disagreements in a friendly and fair manner
4. Payment Terms
- 4.1 The Employer shall pay to the Institute a sponsorship of €100 Monthly for every applicant successfully placed, as per the following terms
    - 4.1.1 the sponsorship is to be charged once the student has completed one month of employment at the Employer's Hotel
    - 4.1.2 If a student terminates his/her internship before the completion of any of the above timeframes, Adams Beach Hotel is not obliged to pay the amount of the sponsorship
    - 4.1.3 If a student terminates his/her internship after completing one month of employment at the Employer's Hotel, then the Employer will pay to the Institute the full Monthly Sponsorship for that employee
  - 4.2 The monthly payment shall be made after the Institute presents an invoice detailing the students placed at the Adams Beach Hotel workplace by their individual date of Internship
  - 4.3 The payment shall take place after the closing of the month within which the employment of the students first month, accordingly, has been completed
  - 4.4 The payment of the fee shall be made as follows:



**Transfer to a Bank Account**

Name of bank: Štátna pokladnica, Bratislava

IBAN No.: SK41 8180 0000 0070 0030 7856

Swift Code: SPSRSKBA

Name of beneficiary: BÚ – VI. Činnosť II, SOŠHS a O, Zdravotnícka 3, Nové Zámky

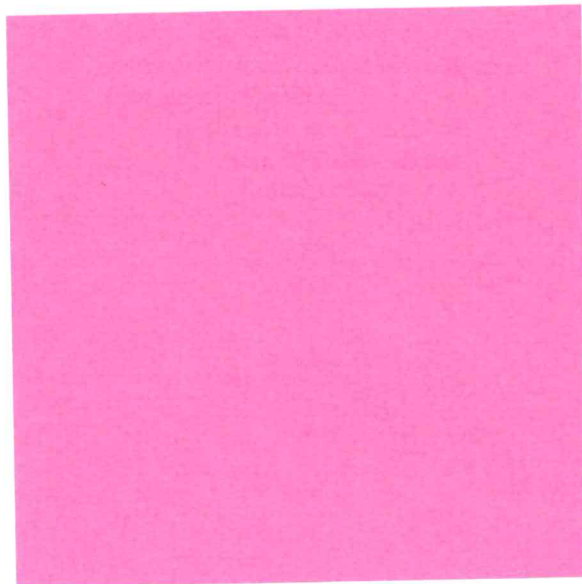
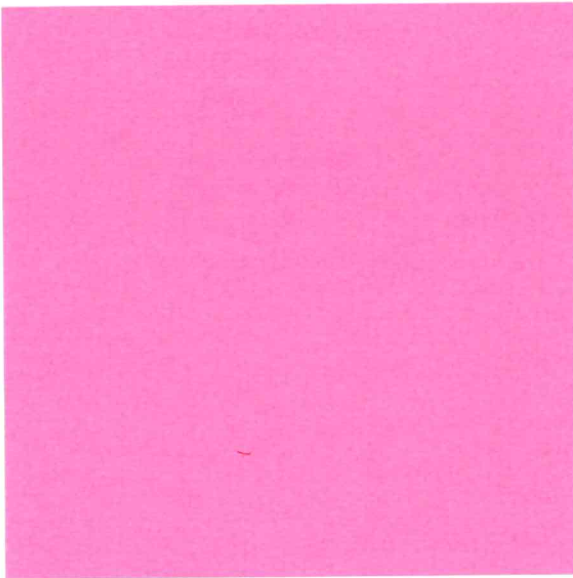
**5. General Terms**

- 5.1 This agreement may be terminated before the date mentioned within, or adjusted, only with another document agreed upon and signed by both parties mentioned within

**The parties**

**The Employer**

**The Institute**



Základná zmluva o zmluvnej spolupráci	
číslo zmluvy	1/2019
číslo zmluvy	1/2019
číslo zmluvy	1/2019