

Zimbabwe

Worker Classifications

There are no official subcategories of Workers in Zimbabwe.

Fixed Term Contracts

Fixed-term contracts are permitted in Zimbabwe and are renewable without limit. A fixed-term contract can be terminated early in the event of serious misconduct such as theft or fraud, lack of skill, excessive absence, or the like. Otherwise, notice must be provided. The length of notice depends on the length of the contract: 0 - 3 month contract: 1-day notice; 3 - 6 month contract: 2 weeks' notice; 6 months - 1-year contract: 1 month's notice; 1 - 2 year contract: 2 month's notice; and 2+ years contract: 3 months' notice.

Probationary Periods

Probationary periods are permitted in both fixed-term and permanent contracts. They may not be longer than 1 week for casual or seasonal work or 3 months in any other case. During the probationary period, notice is required to terminate the agreement. For casual or seasonal work, 1 week's notice is required. In any other case, 2 weeks' notice is required.

Holidays

Workers are entitled to 15 paid public holidays per year.

Vacation

After one year of service, Workers are eligible for 30 days of paid vacation. This amount accrues monthly. Up to 90 days can be carried forward from year to year. Accrued but unused vacation is payable at the end of the employment. Workers can carry forward up to 90 days of leave. In addition, Workers are entitled to 12 days of special leave each year from the beginning of the contract. Special leave is to be used for the following reasons: (a) absent from duty on the instruction of a medical practitioner because of contact with an infectious disease, (b) subpoenaed to attend any court in Zimbabwe as a witness, (c) attend as a delegate or office-bearer at trade union meeting (d) detained for questioning by the police, (e) death of spouse, parent, child or legal dependent, (f) any justifiable compassionate ground.

Sick Leave

Workers are immediately eligible for paid sick leave. Employers must issue full pay for up to 90 days and half pay for up to another 90 days for a total of 180 days for injury or illness.

Working Hours

A standard workday is 8.5 hours for a total of 44 hours per week.

Overtime

Any hours worked above the standard workday/workweek is considered overtime, payable at 150%.

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Mandatory Bonuses

A 13th-month cheque is not mandatory, but some employers choose to offer it. It is taxable as a fringe benefit.

Termination

Permanent contracts require three months' notice of termination.

Resignation

Generally, employment contracts permit Workers to resign with notice as follows: 0 - 6 months of service: two weeks; 6 months - 1 year of service: one month; 1 - 2 years of service: two months; 2+ years: 3 months.

Other End Of Employment Rules

In the case of retrenchment (i.e. dismissal for no fault of the employee), severance may be due which is usually equal to three months of pay per year of service.

Mandatory Employer Costs

National Social Security (3.5% of gross salary - Cap 700 USD), Accident Prevention & Workers Compensation (1.25% of gross salary), Zimbabwe Development Fund (1% of total employment cost)