



**BLACKHOUND**

ARCHITECTURE & RENDERING

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**BLACKHOUND**  
ARCHITECTURE & RENDERING

BLACKHOUND ENTERPRISES PTY LTD  
T/A BLACKHOUND ARCHITECTURE &  
RENDERING

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Unit 10 – The Network  
19 Cactus Road  
Fairview  
Port Elizabeth (Gqeberha)  
Eastern Cape  
2075

**EMPLOYMENT AGREEMENT**

This Employment Agreement ("Agreement") is entered into by and between:

Employer:

Company Name: **Blackhound Architecture & Rendering (Pty) Ltd**  
Company Registration No: **2020/784683/07**  
Address: **Unit 10 – The Network, 19 Cactus Road, Fairview, Port Elizabeth, 6075**

(Hereinafter referred to as "the Employer")

**AND**

Employee:

Full Name: **Brett Kolesky**  
ID/Passport Number: **000 210 5067 082**  
Address: **20 Tiran Road / Summerstrand**

(Hereinafter referred to as "the Employee")

**1. COMMENCEMENT:**

- 1.1 The Employee's employment shall commence on 7 July 2025.
- 1.2 This is a permanent position to be reviewed annually.
- 1.3 A probationary period of 3 months shall apply, during which either party may terminate this agreement with one week's written notice.

**2. POSITION AND DUTIES:**

- 2.1 The Employee is appointed as an Architectural Technologist until the completion of his studies in 2026. Upon graduation, and subject to the renewal of his contract, Blackhound Architecture & Rendering will cover the cost of his registration with SACAP to upgrade his status to that of a Candidate Architectural Technologist. At that time, the following terms will apply:





- 6.2 Leave requests must be submitted in writing and approved by management in advance.

## 7. CONFIDENTIALITY:

- 7.1 The Employee agrees to maintain strict confidentiality regarding any company information, client data, project files, intellectual property, or trade secrets during and after the period of employment.
- 7.2 The Employee is strictly prohibited from copying any of the Employer's intellectual property for personal purposes. Any breach of this clause may result in disciplinary action, including a formal warning or immediate dismissal.

## 8. OWNERSHIP OF WORK:

- 8.1 All work, including designs, visuals, renders, and intellectual property created during employment, shall remain the sole property of the Employer.

## 9. TRAVEL:

- 9.1 The Employee may be required to travel as part of their duties, including but not limited to project sites, client meetings, municipal or council offices.
- 9.2 The Employee is expected to use their own private vehicle for such work-related travel, including daily travel to and from the Employer's office, unless otherwise arranged.
- 9.3 The Employer shall reimburse the Employee for any **project-related or client-related travel** undertaken in their personal vehicle at the **standard South African AA rate per kilometer**, as applicable at the time of travel.
- 9.4 The Employee must submit a valid travel log and any necessary supporting documentation for reimbursement to be processed with monthly payment.

## 10. PERFORMANCE AND CONDUCT:

- 10.1 The Employee is expected to maintain professional conduct, respect co-workers and clients, and contribute positively to the company culture.
- 10.2 Gross misconduct or breach of policy may result in disciplinary action, including dismissal all in accordance with the Basic conditions of employment act [No.75 of 1997].

## 11. TERMINATION:

- 11.1 After the probation period, either party may terminate this agreement by giving:  
- One month's written notice or to the Employer's discretion.
- 11.2 The Employer may terminate employment summarily for just cause.

## 12. COMPANY POLICIES:

- 12.1 The Employee agrees to abide by all company policies, procedures, and health and safety protocols, whether oral or written. These may be updated from time to time.





- 2.1.1** He will be responsible for completing his MTR (Monthly Training Records). According to SACAP standards.
- 2.1.2** He will be responsible for paying the annual SACAP fees to remain registered.
- 2.2** His duties shall include but are not limited to:
- Architectural design and/or 3D modelling and rendering services;
  - Measuring and redrawing of As-built properties;
  - Collaborative teamwork and creative development;
  - Project file management and deadline compliance.
  - Municipal and Technical drawings and submission.
- 2.3** The Employee agrees to perform all duties faithfully, to the best of their ability, and in accordance with the standards of the Employer.
- 2.4** The employer will only be responsible for registering the employee with SACAP as a Candidate. Once the employee has completed his MTR requirements the responsibility falls on him to register for the professional exam, the registration and the annual fees to become a SACAP Professional.

### 3. PLACE OF WORK:

- 3.1** The Employee will primarily work at **Unit 10 – The Network**, unless otherwise agreed.
- 3.2** Remote work arrangements may be made subject to prior approval and performance requirements.

### 4. WORKING HOURS:

- 4.1** Standard working hours are from **08:30 AM to 16:30 pm**, Monday to Friday.
- 4.2** Reasonable overtime may be required to meet project deadlines.
- 4.3** Any overtime must be authorized in advance and may be compensated as per company policy or by time off in lieu.

### 5. REMUNERATION:

- 5.1** The Employee shall receive a monthly salary of **R6 000.00**, payable on the 28<sup>th</sup> day of the month or before the last working day of each month.
- 5.2** All statutory deductions (e.g., PAYE, UIF) shall be made in accordance with South African law.
- 5.3** Annual salary reviews may be conducted based on performance and company discretion.

### 6. LEAVE:

- 6.1** The Employee is entitled to:
- Annual leave including forced shutdown: **15 working days** per year;
  - Sick leave: As per Basic Conditions of Employment Act;
  - Family responsibility leave and public holidays in accordance with the Basic conditions of employment act [No 75 of 1997].



### 13. ENTIRE AGREEMENT:

- 13.1 This Agreement constitutes the full understanding between both parties and supersedes all prior agreements, verbal or written. Any amendments must be in writing and signed by both parties.

### 14. GOVERNING LAW:

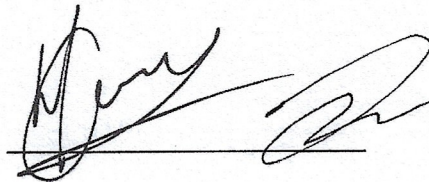
- 14.1 This Agreement shall be governed by and construed in accordance with the laws of the Republic of South Africa.

SIGNED at UNIT 10 – THE NETWORK on this 14 day of July, 2025.

For the Employer:

Company: **BLACKHOUND ARCHITECTURE AND RENDERING**  
Name: **Hannes Gouws & Dewald Potgieter**  
Position: **DIRECTORS**

Signature: \_\_\_\_\_



For the Employee:

Name: **BRETT KOLESKY**

Signature: \_\_\_\_\_

