

## بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

### GUIDELINES

We take this opportunity to record a few of the numerous merits and virtues of a muaddhin.

1. Hazrat Mu'āwiyah *radbiallahu anhu* says that he heard Rasulullah *sallallahu alaihi wasallam* say:

المُؤَدِّنُونَ أَطْوَلُ النَّاسِ أَعْنَاقًا يَوْمَ الْقِيَامَةِ

The muaddhins' will have the longest necks on the Day of Judgement (They will be more deserving of Allah's mercy and reward than other people). (*Sunan-Ibn-Mājah- Vol: 1 - Pg: 240 – Dar Ihyā al kutub al-arabiyyah*)

2. Hazrat Ibn Abbās *radbiallahu anhumā* narrates that Rasulullah *sallallahu alaihi wasallam* said:

مَنْ أَدَّ سَبْعَ سِنِينَ مُخْتَسِبًا كُتِبَتْ لَهُ بَرَاءَةٌ مِنَ النَّارِ

Whosoever calls out the adhān for seven years with the intention of gaining reward; he will be granted protection against the fire of Hell. (*Sunan-Tirmidhi - Vol: 1 - Pg: 281 – Dar al gharb al Islāmi*)

3. Hazrat Abū Sa'īd narrates that he heard the following from Rasulullah *salallahu alayhi wasallam*:

لَا يَسْمَعُ مَدَى صَوْتِ الْمُؤَدِّنِ، جَنَّ وَلَا إِنْسٌ وَلَا شَيْءٌ، إِلَّا شَهِدَ لَهُ يَوْمَ الْقِيَامَةِ

Whoever hears the adhān, be it a human being, a jinn or any other creature, it will be a witness and testify for the muaddhin on the Day of Resurrection. (*Sahib-al-Bukhārī - Vol: 1 - Pg: 125 – Dar Tūq an-Najāh*)

We make dua that Allah Ta'ālā grants us the ability to understand the high and lofty position of a muaddhin, Aameen.

In principle, hiring a muaddhin is an ijārah (hiring) contract. There are three simple rules that must be kept in mind when hiring a person for a job.

1. The job description must be clearly stated
2. The time limit of the job in question must be specified
3. The wages must be stipulated

Below is a sample contract (Dates and names are only for exemplary purposes):

## CONTRACT

This document outlines the **Terms and Conditions** which apply to the position of a muaddhin in 'Masjid \_\_\_\_\_' and other information relevant to the job.

1. The commencement date of this contract is 01/01/2012
2. The termination date of this contract is 12/12/2014 (Only for fixed term contracts)
3. You will be employed by the committee of Masjid- A.
4. Your job will be to perform call out adhaan and iqamah 5 times a day regardless of the season and to ensure that the masjid is clean throughout the day.
5. You will be required to mark in the register of cleanliness to confirm the date and time you cleaned the masjid throughout the week.
6. You will be paid the sum of R60,000 per annum; additional bonuses may be given for extra work; this will be reviewed annually.
7. In addition to your salary, you will receive R200 per month for transportation or alternatively you may choose to reside in the flat provided by the masjid committee.
8. You will be paid the sum of R5000 on the 25<sup>th</sup> of every month. This money may be deposited to the bank account of your choice or alternatively, you may choose to receive the money in cash.
9. You will be entitled to 4 weeks/ 28 days of paid holidays. The dates of these holidays are as follows...
10. You are obliged to give the masjid committee 1 month notice to terminate your contract of employment.
11. This post is subject to the completion of a 2 month probationary period. At the end of this period if your performance is of a satisfactory standard your appointment will be made permanent. During this period, one weeks' notice may be given by either party to terminate this contract.
12. You are expected to comply with the masjid's dress code which is:...
13. If you fall sick, you are required to have a note from the doctor confirming your sickness.
14. If you have any queries or grievances, you may contact the committee.
15. If there is a dispute between the muaddhin and the committee which they cannot amicably resolve between themselves, the Imam of the Masjid will be appointed as the arbitrator and his decision will be final.

If you \_\_\_\_\_ (name) agree with the aforementioned terms and conditions, please sign both statements on the dotted line below. (One copy for yourself and one for the committee)

**FORM OF ACCEPTANCE: I accept this appointment on the terms and conditions stated above:**

NAME: .....

SIGNATURE: .....

DATE: .....