

PART-TIME WORK



The regulation of part-time work is based on the principle of freedom of work, which refers to the right of all persons to freely choose their work and enjoy the rights recognized by law.



The employer must respect all labor rights recognized in the Political Constitution of the Republic of Guatemala, Convention 175, on Part-Time Work, of the International Labor Organization (ILO) and the labor legislation in force.



What is part-time work?

A labor relationship where a person is bound to provide his or her personal services for a period of hours under the normal working hours for full-time employees in a similar situation.

Full Time



Daytime 06:00 - 18:00

8 hours worked per day,
48 working hours per week (max.)



Nocturna 18:00 - 06:00

6 horas diarias trabajadas
36 horas de trabajo semanal
(máximas)



Mixta 18:00 - 06:00

7 horas diarias trabajadas
42 horas de trabajo semanal
(máximas)

The workday may not exceed a total of 12 hours per day. Each hour of overtime outside the agreed hours must be paid at 1.5 times the normal hourly rate.

The wage is set on an hourly basis, in accordance with the actual minimum hourly wage¹.

Economic District 1 (Department of Guatemala)

Agricultural activities
Q14.80 per hour

Non-agricultural activities
Q15.30 per hour

Export and maquila activities
Q13.50 per hour

Hourly wage information for daytime hours.

Economic District 2 (All Departments except Guatemala)

Agricultural activities
Q14.10 per hour

Non-agricultural activities
Q14.60 per hour

Export and maquila activities
Q12.70 per hour

Hourly wage information for daytime hours.

¹ The hourly wage is based on the minimum wage 2025, in accordance with Governmental Agreement No. 264-2024 published in the Diario de Centroamérica on December 27, 2024.



The part-time employee shall enjoy all the benefits and advantages of a labor relationship.



Unions, maternity and breastfeeding, paid leave, incentive bonus, vacation and rest on the seventh day when a workweek is constituted.



Must be guaranteed by providing the same protection as full-time workers.



Compensation, "Christmas bonus" and "annual gratification"



Payments that shall be proportional and consistent with the labor relationship



Social Security (IGSS)



The employee is entitled to Social Security in accordance with the appropriate IGSS regulations.



Characteristics of part-time contracts



It must be completely voluntary.



Overtime pay is recognized.



The employer shall pay equal remuneration for work performed under equal conditions.



The contract and its schedules must be in writing and registered with the MINTRAB.



Both parties must be strict in complying with the conditions established in the labor contract.



Actors involved in the part-time labor relationship



First level:

1. Worker
2. Employer
3. General Labor Inspectorate (Ministry of Labor and Social Welfare)



At the second level, in accordance with their regulations:

1. Ministry of Labor and Social Welfare (MINTRAB)
2. Social Security Institute (IGSS)
3. Private Enterprise of Guatemala Workers, Recreation Institute (IRTRA)
4. Technical Institute for Training and Productivity (INTECAP)

For more information, please visit: www.mintrabajo.gob.gt/index.php/documentacion-legal.