

Employee Referral Program

Overview:

There are three ways for you to help us make connections and earn some extra cash for yourself. Here are the basics:

- 1. Introduce us to a <u>new hiring manager</u> and earn a \$250 referral bonus on each placement we make with that manager*.
- 2. Introduce us to a <u>new job opening</u> with a known manager and earn a \$250 referral bonus after we successfully fill that specific position**.
- Introduce us to a <u>new</u> <u>candidate</u> who gets hired through ITC and earn a \$250 referral bonus after they complete their 90 day guarantee period***.

The Fine Print:

Eligibility: This program is open to anyone working in the United States.

^{*}A New Manager is one that our sales team doesn't already know and/or hasn't worked with in the 12 months prior to the referral. The bonus will be paid after each successfully hired candidate completes 90 days of contract or full time employment. Our team will confirm within 2 business days of receiving the referral (usually sooner) whether or not it qualifies as a 'new manager.' If not, but the position qualifies as a 'New Job Opening', you will still be eligible for the New Job Opening referral bonus.

^{**}A New Job Opening is one that we haven't already received from or been notified about by the client. The bonus will be paid after each successfully hired candidate completes 90 days of contract or full time employment. Our team will confirm within 2 business days of receiving the referral (usually sooner) whether or not it qualifies as a 'New Job Opening'.

^{***}A New Candidate is one that doesn't already exist in our database and/or hasn't been engaged by an ITC recruiter within the past 6 months. Our team will confirm within 2 business days of receiving the referral (usually sooner) whether or not it qualifies as a 'New Candidate', and the referral bonus will be valid for placements up to 3 months from the date of referral.