



## C19 Recruitment Bonus Program

In an effort to attract critical personnel that is scarce during this time of the COVID-19 crisis, Crossroads is implementing a bonus program in an effort to encourage applicant to apply and accept employment. This is a temporary program effective 3/24/2020 and will end on a date that is still to be determined. A notice will be issued at least 1 week prior to the program end date.

### **New Employee Bonus**

A sign-on bonus of net \$250 will be offered to any new employee that accepts a job offer and completes 30 days of active employment. The 30 days is complete after the employee begins physically working. If the new employee is still employed and in good standing after 30 days, the employee will receive the New Employee Bonus within 45 days after the 30 days of completing active employment.

As an example:

1. 3/20/2020 applicant accepts a job offer and begins the background process
2. 4/1/2020 begins to actively work on site
3. 5/1/2020 employee is still employed and in good standing; receives a \$250 net check on the next payroll cycle
4. 5/20/2020 employee is paid the New Employee Bonus.

### **Employee Referral Bonus**

An employee referral bonus of net \$250 will be offered to existing employees of any tenure that refers an applicant that is offered a job and completes 30 days of active employment. The 30 days is complete after the referred employee begins physically working. If the referred employee is still employed and in good standing after 30 days, the referring employee will receive the Employee Referral Bonus within 45 days after the referred employee's 30 days of completing active employment.

As an example:

1. 3/20/2020 referred applicant accepts a job offer and begins the background process
2. 4/1/2020 referred employee begins to actively work on site
3. 5/1/2020 referred employee is still employed and in good standing; making referring employee qualified to receive a \$250 net check on the next payroll cycle
4. 5/20/2020 referring employee is paid the Employee Referral Bonus

Participation in the employee referral bonus is optional; an employee is able to refer employees with a choice to opt out of the bonus if the employee voluntarily chooses.