

GoTriangle's Employee Referral Program

At GoTriangle, we believe that our employees are our greatest asset. That is why we are excited to introduce our updated Employee Referral Program, designed to harness the power of our talented team to bring exceptional new members on board.

The objectives of our program are: 1) to enhance the quality of our talent pool by tapping into the networks of our current employees; 2) foster a culture of collaboration and engagement among our team members; and 3) reward and recognize employees for their contributions to our agency's growth.

Program Structure:

- *Eligibility:* All current full-time and part-time employees are eligible to participate.
- *Eligible Positions:* Referrals for all open positions within the agency are accepted.
- *Evaluation Criteria:* Referred candidates must meet the qualification outlined in the job description and pass the standard interview process.
 - Referred candidates can receive only one employee referral. If multiple employees refer the same candidate, Human Resources will determine the first referrer who made the referral.
- *Referral Bonus Structure:* Upon the successful hire of a referred candidate, the referrers will receive a \$1,200 bonus. Human Resources will notify the referrers if their referred candidate accepted employment with GoTriangle. Referral incentives are subject to required deductions and tax withholdings.
- *Ineligible Participants:* Managers in the hiring chain of the vacant position and all employees working at a director's level position or higher cannot participate in the program. Current full-time, temporary, or former employees cannot be referred for vacant positions and may apply for open positions through the internal job posting system.
- *Commitments:* Any referrer or any other GoTriangle employee may make no commitments to any referred candidate.

Recognition and Rewards:

- Successful referrers will be publicly recognized throughout agency-wide announcements and rewards ceremonies.
- Referral rewards will be distributed upon the successful hire of the referred candidate as follows:
 - \$600 after the referred candidate has completed 90 days of employment with the agency; and
 - \$600, after the referred candidate has been with the agency for one (1) year.

We are thrilled to launch our Employee Referral program and empower our employees to play a key role in shaping the future of our agency. Thank you for your ongoing support and dedication to GoTriangle. Together, we will continue to grow and succeed!