



EXTERNAL REFERRAL PROGRAM

ABOUT THE PROGRAM

It pays to know talented people! The Aperio Global Referral Program now extends to the general public. You do not need to be an employee to receive financial incentives for helping us identify and hire talented professionals.

Refer your friends and professional connections to join our talented and growing team! At Aperio Global our Talent Acquisition Team offers a referral bonus of **\$1,500** for each **Secret/Top Secret cleared hire**, **\$2,000** for each **Top Secret/SCI cleared hire**, **\$3,500** for each **CI Polygraph cleared hire**, and **\$7,000** for each **Full Scope Polygraph (FSP) cleared hire**.

OPPORTUNITIES

Whether you recommend someone who is an experienced professional, former military or civilian Federal employee, or recent graduate, we have career opportunities across multiple disciplines, for example:

- Cyber Security
- Software Development
- Cloud Services
- Data Science

For a full list of current openings, visit our website at (<https://www.aperioglobal.com/careers>).

To submit a qualified referral, submit the candidate's resume, with their consent, to Careers@aperioglobal.com, and include **"Employee Referral"** in the subject line. Your referral must be an active candidate interested in new opportunities. The resume must include the candidate's full name and contact information (i.e., email address and phone number).

Aperio Global fosters a diverse work environment and provides equal employment opportunities (EEO) to all employees and applicants for employment. We prohibit discrimination and harassment of any type and offer employment opportunities without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other distinction protected by federal, state or local laws.

GENERAL RULES

If you are eligible to participate in the program, Aperio Global shall pay you a one-time payment per candidate (**except FSP referrals, which are paid in two installment payments**) if the referral results in a successful full-time hire.

- Candidate must acknowledge he or she was referred by you
- Candidate must complete 90 days of continuous, active employment with the company (**additional terms and conditions for FSP referrals below**)
- Candidate must be in good performance standing at the end of the 90-day period and remain employed by Aperio Global at the time the internal referral bonus is to be paid (**additional terms and conditions for FSP referrals below**)
- A referral will not be accepted for a candidate that Recruiting has contacted in previous 6 months
- If more than one person refers the same candidate, the credit goes to the initial contact as determined by Recruiting team

Bonus recipients are responsible for all Federal and State taxes. You must complete and return IRS Form W-9 (and any other documentation that Aperio Global may require) to receive the referral bonus. This form will be supplied to you by Aperio Global once your referred candidate has commenced employment with the company.

The external referral bonus will be processed approximately 30 days after the referred employee completes 90 days (**additional terms and conditions for FSP candidates below**) of employment and you have submitted all the required paperwork. Payment amount will be determined based on the clearance level the position requires; not what the candidate holds. **FSP referral payout is \$3,500 after 90 days from start date and \$3,500 after 6 months during which the candidate must be actively employed, in good performance standing, and utilizing their FSP in their role.** Payments will be made on a 1099 basis paid by company check from Aperio Global.