

# ITPI Candidate Referral Program

## ❖ *Find an OPPORTUNITY or REFER A FRIEND! Earn ITPI Cash!*

- For the **1<sup>st</sup> successful ITPI placement of referral**
  - **Up to \$1,000** paid up to \$250 after 30 days billing , paid up to \$250 after 60 days billing, paid up to \$250 after 90 days billing, and paid up to \$250 after 180 days billing.
- For the **2<sup>nd</sup> successful ITPI placement of referral**
  - **Up to \$2,000** paid up to \$500 after 30 days billing , paid up to \$500 after 60 days billing, paid up to \$500 after 90 days billing, and paid up to \$500 after 180 days billing.
- For the **3<sup>rd</sup> successful ITPI placement of referral and above**
  - **Up to \$3,000** paid up to \$750 after 30 days billing , paid up to \$750 after 60 days billing, paid up to \$750 after 90 days billing, and paid up to \$750 after 180 days billing

## ❖ *How do I make a referral?*

- **Fax or email a Referral Form to me**
  - Email – [fparry@itpipgh.com](mailto:fparry@itpipgh.com)
  - FAX – 412-415-5301

## ❖ *Are there other terms and conditions?*

- **The first priority of an ITPI employee is to satisfy his or her job responsibilities.**
  - Only Opportunities and Candidates ITPI is not aware of will be considered for referral program
  - Referral amounts will be determined by ITPI Management
    - Factors
      - ◆ Length of contract
      - ◆ Overall profitability
  - Referral activities should **never** interfere with the priorities of the job.
  - ITPI employees are expected to use off-hours for referral activity.
  - Recruiting employees of current ITPI clients is not acceptable.
  - Only ITPI consultant's are eligible for the program

# Referral Form

Please complete this form, attach a resume and email to [fparry@itpipgh.com](mailto:fparry@itpipgh.com) or  
FAX to 412-415-5301

Employee Information			
<b>Your Name</b>			
<b>Your Work Telephone Number</b>	<b>Your Work Email</b>		
Referral Information			
<b>Name (Company or Candidate)</b>	<b>Telephone</b>		
Email			
Address			
<b>City</b>	<b>State</b>	<b>Zip Code</b>	
Description of Candidate Skills			
Skill	Yrs		
Description of Opportunity			
My initials in the box to the right indicate that I have read and understand the attached description of the ITPI Candidate Referral Program.			