



Hire Impact Fulfillment Policy

1. Scope of Services

Hire Impact Recruiting, LLC. offers recruitment and placement services for truck drivers across a wide range of sectors including long-haul, regional, and local driving positions. We handle the full recruitment lifecycle from sourcing and screening candidates to facilitating onboarding for clients.

2. Client Expectations

Clients will receive candidates who:

- Meet the specific requirements outlined in the job description (including driving experience, certifications, and other skills).
- Are thoroughly vetted for compliance with industry standards and safety regulations.
- Possess a valid CDL (Commercial Driver's License), with the appropriate endorsements for the job role.
- Have passed background checks, including motor vehicle records (MVR), criminal history, and drug screening (as per client requirements).

3. Recruitment Process

- Initial Consultation: We work closely with the client to understand the job specifications, expectations, and any specialized needs (e.g., regional routes, specific endorsements).
- Candidate Sourcing: We source candidates from a variety of channels, including our internal database, job boards, industry events, and referral programs.
- Screening & Assessment:
 - Verification: All candidates undergo a comprehensive screening process that includes verifying their qualifications, driving experience, and compliance with all local and federal regulations.
 - Drug and Alcohol Screening: As per the Department of Transportation (DOT) and client requirements, all candidates must pass pre-employment drug tests and ongoing random screenings.
 - MVR Check: A Motor Vehicle Record check will be conducted to ensure no significant violations or patterns that could compromise client safety standards.
- Interview & Matching:
 - Candidates are interviewed by our team to assess their skills, experience, and cultural fit with the client's team.

- We present clients with a shortlist of highly qualified candidates. The client is then given the opportunity to conduct additional interviews or request further assessments.

4. Candidate Onboarding

Once a candidate is selected and hired, Hire Impact will facilitate a smooth onboarding process through the First Advantage System:

5. Candidate Guarantee

We offer a 90-day guarantee for any driver placed with a client who does not meet performance or behavior expectations. If a candidate resigns or is terminated for any reason within this period, we will not invoice the remaining installments.

6. Communication and Updates

- Regular Status Updates: We provide clients with regular progress updates on candidate sourcing and scheduling interviews.
- Post-Placement Follow-Up: After the placement, we check in with both the client and the driver to ensure satisfaction and address any concerns.

7. Fees and Payment Terms

- Recruitment fees are structured based on a monthly installment plus a per driver hire fee broken down into 4 equal payments over 90 days.
- A non-refundable deposit is due upon contract signing to initiate the recruitment process.
- Cancellation policy: Client must submit a 30 day notice in request of pausing month-to-month service with Hire Impact.

8. Non-Discrimination and Equal Opportunity

Hire Impact is committed to equal opportunity and does not discriminate on the basis of race, color, religion, gender, sexual orientation, age, disability, national origin, or any other protected status. We believe in providing diverse and inclusive candidates to meet the varied needs of our clients.

9. Confidentiality

We maintain confidentiality for both clients and candidates throughout the recruitment process. All personal and company-specific information will be kept private and only used for the purpose of recruitment.

10. Terms and Conditions

This Fulfillment Policy is subject to change and may be amended by Hire Impact at its discretion. Clients will be notified of any significant changes or updates to the policy. All

placements are subject to the final terms of the signed agreement between Hire Impact and the client.

By adhering to this Fulfillment Policy, Hire Impact aims to provide reliable, high-quality service that meets the needs of both our clients and candidates, ensuring a successful and long-term relationship.