REAL WORLD TECHNOLOGIES, INC.
EMPLOYEE REFERRAL BONUS PROGRAM
POLICY AND PROCEDURE

This information is being provided to inform & remind employees of our on-going employee referral program.

Real World Technologies, Inc. believes an effective way of increasing the success of hiring and retaining good people can fall in the hands of its own employees. The company encourages employees to refer friends, colleagues, and people you previously worked with for job vacancies. To reward employees for referring qualified candidates who subsequently are hired, Real World Technologies, Inc. pays the referring employee a cash bonus of $1,000 for each successful referral made in accordance with the following general provisions. A complete list of current openings may be found on our website at http://www.rwts.net/careers.html.

Referral Program Procedure: The referring employee must forward the qualified candidate's resume to his/her hiring manager for consideration. If the candidate's qualification meets the requirements of the open position, the hiring manager will contact the candidate and conduct a brief phone interview. If the candidate successfully passes the phone interview, a physical interview is scheduled. At this point the referring employee must complete an Employee Referral Form and submit it to the Human Resources Department.

Referral Bonus Payment Procedure: Employees who refer a qualified candidate who subsequently is hired and remains employed for at least six months are eligible for a referral bonus payment of $1,000. This bonus is paid in two installments; (1) a cash payment of $500 after the new hire completes three months of employment; and (2) a second cash payment of $500 after the new hire completes six months of employment. All bonuses paid under this program are subject to tax withholding.

Referral Bonus Eligibility Criteria: No referral bonuses are paid for referrals of candidates who are rehires or persons returning from a leave of absence. To be eligible for either of the two-bonus payments described above, the referring employee must still be in the company's payroll at the specified dates. Additionally, to avoid possible conflicts of interest, referral bonuses are not paid for job candidates referred by management officials or employees working in the Human Resources Department. Any appropriate conduct related to this program will cause Real World Technologies, Inc. to deny bonus payments.

Enforcement Responsibility: In accordance with the job-posting program, all open positions for which employees can refer qualified candidates are posted in the lunchroom and at other designated locations and maintained by the Human Resources Department. The Department also is responsible for administering the employee referral program, including processing all referral forms and bonus applications and resolving any disputes.

Position(s) for which we are currently actively seeking qualified candidates:

Real World Technologies, Inc. has an opening for a **Software Developer** *(Ref# SD715NO)* to work in Wixom, MI and various unanticipated locations throughout the U.S. Job Duties: Design, develop, implement, and maintain complex computer applications software including data warehouse and ETL applications, and major enhancements of existing systems. Understand and analyze the functionality and requirements specific to clients and determine the software solution required by the clients. Participate in the design sessions, provide inputs in data model development, create logical data models, and test database and reports. Design, develop, and review data mapping documents. Work with business owners and data stewards to extract data from various sources and warehouse accurately, interpret data, analyze results, and provide ongoing support to customers. Research the legacy databases and make sure that the required data is available to generate the reports. Design and develop as-is and to-be business process. Create complex and efficient queries, tables/views, indexes, stored procedures, function, and triggers to extract data from the legacy system and transform the data appropriately. Develop procedures to load data into destination databases. Design and develop data conversion from legacy systems. Integrate legacy, destination, and third-party software components and work to ensure data is flowing appropriately. Implement process to transfer data which is later used for client reporting. Migrate existing manual reports into dashboard and visualization tool for self-service. Work in tandem with SQL developers, data modelers, and database administrators to migrate data from source tables to destination tables. Run regular client specific reports as per the requirements. Conduct data profiling activities, clean the data when required, and produce reports and dashboards as needed by the users. Review the data models and add missing attributes to retrofit the data dictionary. Use SQL CRUD operations to ensure that data in the destination databases is in the right format. Conduct walkthrough session with business users on data migration. Detect the presence of and diagnose the cause of data integrity issues. Conduct defect remediation meetings with business users and testing team to resolve issues. Use of SSIS, SSAS, SSRS, DTS, SQL Profiler, MySQL, SQL Server, MongoDB, Java, JavaScript, Web Services, Crystal Reports, and Windows. Travel and/or relocation required.

Requirements: This position requires a Master's degree or foreign academic equivalent in Computer Science, Engineering Management, CIS, MIS, or a related field. Plus 2 years of experience in the job offered or 2 years in a related occupation including Technical Consultant or related experience. 40hrs/week.

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To apply for the employee referral bonus, please mail the candidate's resume along with the attached completed form to:

Real World Technologies, Inc., Attn: HR/Re: Employee Referral Program
29105 Lorie Lane, Suite A, Wixom, MI 48393

I hereby certify this information has been posted in the following public area during the cited period to notify our employees of the employee referral program details and open positions:

Date Posted: _____   Date Removed: _____

Place where notice was posted: <u>29105 Lorie Lane, Suite A, Wixom, MI 48393</u> – _____

X_____
Signed: Vishnu Jampala, President

THIS INFORMATION HAS BEEN DISTRIBUTED TO ALL EMPLOYEES VIA POSTING IT ON OUR WEBSITE AND VIA EMAIL ON 7/30/2020 – see attached screenshot printouts.

REAL WORLD TECHNOLOGIES, INC.

Employee Referral Form

Name of Employee_____   Date_____

Department_____   Manager_____

Name of Person Referred _____

Relationship with Person Referred:
☐ Colleague ☐ Friend   ☐ Former Coworker ☐ Other_____

Date Referral Made _____

Referral for What Position _____

Resume Attached?
Yes_____   No_____

Completed Application Attached?
Yes_____   No_____

Contact Information for Referral
_____
_____
_____
_____

I believe the individual I am referring as a job candidate is qualified and interested in the position identified above. I understand that if this individual is hired as a result of this referral, I will be eligible for a referral bonus that will be paid out only after the individual has worked the necessary period of time specified for such referral bonus payments.

X_____   _____
Employee Signature   Date