



## Employee Referral Program

We encourage you to check our open positions and consider your friends, family, and previous colleagues as potential resources for referred candidates.

### Policy

- If you know someone who you think would be a good fit for a position at Kulanu, feel free to refer them. If Kulanu hires your referred candidate, you are eligible for a \$200 referral bonus.

### Procedure

- \$100 will be paid to the referrer after the new hire has been with Kulanu for three (3) months. An additional \$100 will be paid after the new employee has been with Kulanu for six (6) months.

### Who is eligible?

All employees are eligible to participate in our referral program except for:

Senior management (CFO, Directors) and the HR Department.

### Who can be referred?

Anyone who:

- Has not applied to our company for at least a year.
- Is seeking permanent full- or part-time employment (Not temporary employment or contract.)
- Is not a current Kulanu employee

### Referral Instructions

1. Direct your prospective candidate to apply online at [www.kulanukids.org/careers](http://www.kulanukids.org/careers).
2. Please complete this form and return it, to the Human Resources department within a month from the date, the application is received.

Your Employee Name:	Title/Division	Today's Date:
Candidate Referred Name:	Position Referred For:	Date Referred:
HR USE ONLY	1 <sup>st</sup> payment	2 <sup>nd</sup> payment