



CANDIDATE AGREEMENT

1. The candidate understands that the work provided while under contract with TPS Group of Companies (Transport Help Inc. o/a TH Employment Services) may be temporary, permanent, or by contract.
2. The candidate agrees to work a minimum of one shift every two months in order to remain in the staff pool. Failure to work a shift for two months will result in resignation of employment and a ROE will be issued. This will have no impact on the candidates rehire status.
3. It is agreed that the hours submitted for payment are valid and correct, and that no banked time will occur.
4. It is agreed that all time sheets/log sheets/hours worked shall be submitted to the TH Employment office before 12:00 NOON on the MONDAY following the week worked from Sunday to Saturday.
5. It is understood that the candidate will not borrow any monies from the client and/or its staff and will be responsible for all delinquent debts incurred in the candidate's name and a authorizes any deductions if necessary.
6. All candidates must have time sheets/logs, signed, and if applicable, approved by an authorized agent of the client.
7. It is agreed that the candidate will under no circumstances seek or accept offers of employment of any kind from the client or any other clients of TPS without authorization from TPS, nor will they promote themselves for hire.
8. It is understood that the candidate's rate of pay will be confidential and is not to be discussed with anyone other than TPS Management unless receiving permission to do so from TPS Management.
9. It is understood that the candidate will notify TPS with proper notice of any reason for not reporting to a placement, including lateness, sickness, injury or leave of absence. It is also agreed by the candidate that when placed on a specific job with a client, that the candidate will commit to fulfilling the length of the work contract.
10. It is agreed that the candidate will follow and cooperate with all policies and procedures posted within the workplace.
11. It is understood that the candidate will dress appropriately for the nature of the work i.e. safety boots, long sleeve shirts, coveralls, safety glasses, ear protection and hard hats.
12. It is understood that the candidate will, in dealings with the client, be of a professional mannerism.
13. All disciplinary actions will be imposed by TPS management.
14. It is understood that the candidate is responsible for all fines and violations.