



REFERRAL POLICY

This policy applies to everyone who refers a candidate to Aditi Consulting.

Candidates, consultants, and former employees are eligible to refer new candidates; however, they must agree to let Aditi reference their name when reaching out to their referred candidate.

Policy Elements

Referral Bonus: Every employee that refers another candidate to Aditi is eligible for a monetary incentive. Our incentive program is structured in three categories:

Referral bonus	Non-IT	Tech
1 st Referral	\$200	\$500
2 nd Referral	\$300	\$600
3 rd Referral & onwards	\$500	\$1,000

*The preferred candidate must be employed for a minimum of 90 days for the referrer to qualify for the referral bonus.

Refer a Candidate

- Send the applicants name and contact information to refer@aditiconsulting.com

How to Keep Track of the Status of Your Referral

- Our recruitment team will inform you about the progress of the candidates' application at each step of our process.

Additional Details

- You will be paid out following the candidates 90th day of employment once required documentation has been provided to the Payroll Department.
- Candidate must not have already been in contact with an Aditi recruiter within 30 days prior to being referred.
- There is no cap on the number of referrals an employee can make.
- If two or more employees refer the same candidate, only the first referral will count.
- Referrers are still eligible for the referral bonus even if a referred candidate is hired later than initially projected or is hired for a different position than the one originally referred for.