

External Referrals – South America

EXTERNAL REFERRALS



This document is meant to provide terms and conditions for our external Refer to EPAM program. A referral reward payment will be made to non- EPAM employees for successful referrals, which means the referral meets the Eligibility Guidelines below and the candidate is hired by EPAM.

By submitting a referral to EPAM, you are committing that you have the referred individual's consent to share their information with EPAM.

ELIGIBILITY GUIDELINES

- The referrer is ineligible for a reward payment if:
- The referred individual has been communicating with EPAM for a career opportunity or has been rejected by our Talent Acquisition team within ninety (90) days before the date of the referral. The validity of this condition will be checked against the records under our company's Applicant Tracking System (ATS).
- The referred individual is not admitted to recruiting process on verification stage.
- The referred individual has been submitted to EPAM by an approved staffing agency within the last six (6) months.
- The referred individual was submitted to EPAM by an approved source (external user, EPAM employee, recruiting agency etc.) and the previous recommendation is still valid.
- The referring individual is an EPAM employee.
- The referred individual has worked for EPAM within the last six (6) months.
- The referred individual has been previously referred within the last six (6) months.
- The referred individual is evaluated and hired as Junior.
- The referred individual is considered to the following positions: drivers, couriers, cleaners, non-IT positions, students, trainees, interns.
- The referring individual does not have first-hand personal and/or professional knowledge of the individual being referred and is unable to provide their personal contact information and/or resume.
- The referred individual works for an EPAM client or partner where there is a current No-Hire Agreement.
- The referring individual is contractually prohibited from making the referral (ex: based on a non-solicitation agreement).
- The individual is recommending him/herself to EPAM.
- The referred individual is ineligible for hire based on current labor law.
- The referred individual is initially hired into temporary or part-time role, or to an internship, co-op, or any of EPAM's entry-level programs. If the candidate later joins EPAM as a full-time employee, the referrer stays ineligible for a referral award.
- The referring individual is an immediate family member of an EPAM employee who is a:
 - Member of the Talent Acquisition, Staffing, or People Management organizational category
 - Member of the Senior Management job function category
 - Hiring decision maker or potential Manager of the referred individual.

Referrals must be submitted via the external referral landing pages found at [EPAM's Career Site](#):

South America (Colombia, Chile, Dominican Republic, Uruguay, Panama): <https://www.epam.com/careers/external-referral-program/south-america>

REFERRAL REWARD AMOUNTS

Colombia, Chile, Dominican Republic,
Uruguay, Panama

LEVEL	BONUS
Non-IT/Junior	N/A
Level 2	\$800 gift card
Level 3+	\$1000 gift card

TERMS AND CONDITIONS

- You will be notified by our Refer to EPAM team if your referral is hired.
- Referral reward payments will be processed within thirty (30) days of your referral's start date.
- To be eligible for a reward: (i) your referral must be placed into an active hiring process within 30 days from the date EPAM received your referral, and (ii) your referral must then be hired as a direct result of that hiring process. If the referred individual is not entered into an active hiring process within 30 days, or becomes unresponsive for a period of greater than 30 days during the hiring process, then the referral no longer qualifies under this program, even if the hiring process is started or resumed at a later time.
- Submitting a referral does not create any type of employment relationship between EPAM and you.
- Cross-country referrals are paid according to the scheme of the target location where the candidate is hired.
- Referrers who reside in the following locations are bonus eligible under this policy; referrers who reside in other countries will be evaluated on a case-by-case basis. US, Canada, Mexico, Argentina, Colombia, Chile, Peru, Ecuador, Dominican Republic, Uruguay, Panama, El Salvador, Brazil, Poland, Hungary, China, Singapore, Hong Kong, & Bulgaria.
- If a referring individual is or becomes a candidate for employment at EPAM, any referral made through the External Referrals Program that is hired only after the referring individual begins employment will convert to an internal referral and be governed by EPAM's Employee Referral Program.

NOTE: EPAM Talent Acquisition Leadership has the right to determine eligibility and payments of all referrals in question.