



INTEGRITY

TECHNICAL SERVICES INC.

Woman Owned NWBOC Certified Business

Engineering, Information Technology and
Technical Staffing
Since 1996

www.integrityjobs.com

Integrity Technical Services, Inc - 14 Whitehall Drive Suite 102 Akron, OH 44278 - www.integrityjobs.com -
330-633-6500 – Cleveland: 440-257-3232 – Toll Free: 888-262-3226 - its@integrityjobs.com



INTEGRITY
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Thank you for allowing me to introduce Integrity Technical Services and the solutions we provide as a supplier of contract temporary and permanent direct hire staffing services.

Integrity Technical Services, Inc. is a Professional Staffing Firm servicing hundreds of companies since 1996.

We have the experience and ability to source qualified Technical and Non-Technical Candidates for either contract temporary assignment or for permanent placement.

Here is a very short list of some of the technical recruiting disciplines that our services offer.

Engineering:

*Mechanical/Electrical
Civil/Structural/Arch
QA/QC/Reliability
HVAC/Piping/ Power &
Lighting
Manufacturing/Industrial
Automation/Process-
Control
Product Development
Project Management*

Technical:

*Designers/Drafters
(AutoCAD, Pro-E,
Solidworks, Revit, etc.)
Checkers
Technicians
Assembly
Tech. Writers
Estimators*

Information Tech:

*Data Entry/Help -
Desk/Tech Support
Network/System Admin
Software Engineer
Programmers
Developers/Testers
Analysts
Web Designers*

We appreciate any opportunity to further discuss how ITS can become your recruiting partner.

If you have any questions, comments, or concerns please don't hesitate to contact us directly.

Jim O'Neil, VP- Marketing – jimoneil@integrityjobs.com

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Integrity Technical Services, Inc. is a Temporary Contract and Permanent Staffing firm that specializes in engineering and technical disciplines. Integrity Technical Services, Inc. was formed in 1996 using the combined talents of contract staffing professionals. Ownership and senior staff members collectively possess 85+ years of industry experience. Originally the firm was involved in providing machine design personnel. Since those early years, Integrity has evolved into a diversified supplier of professionals in a wide array of disciplines and applications.

Established on and maintaining a rock-solid financial foundation, Integrity Technical Services is able to focus on the primary mission of providing prompt, cost effective solutions to client customer needs. Using our unique, value-based selection process, we have you covered when you need candidates to meet or exceed your specific employment requirements.

Our recruiting / hiring process utilizes client specific search parameters and pertinent information on host company culture. Candidates are screened for their technical expertise and ability to fit into the client's workplace. Standard procedures include employment reference checks and confirmation if appropriate. Pre-employment drug screening and background checks are done upon client request with all information held as an integral part of a candidate's personnel file.

While Integrity Technical Services maintains a strict chain of custody for such data, customers can review the same upon written request. Integrity Technical Services prides itself on its track record of affirmative action hiring and remains committed to assisting client's EEO goals. At the point of hire, all employees are given a thorough orientation to include work place safety, sexual harassment, conflict resolution, etc. An employee handbook is provided during this orientation which documents all policies and procedures.



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Integrity Technical Services, Inc.

(Contract Employees)

Guarantee

Of

Satisfactory Performance

All Integrity Technical Services employees under contract assignment to you are guaranteed to perform their assigned tasks to your complete satisfaction.

Should the services of an Integrity employee prove unsatisfactory in any way, simply terminate their services during the first **(3)** working days and notify your Integrity Technical sales representative.

No time charge or other obligation will be incurred for this employee.

Integrity Technical Services, Inc.



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There are several benefits to hiring contract temporary workers:

- 1. Integrity Technical Services, Inc. is fully compliant with the ACA Affordable Care Act** offering meaningful insurance coverage to our contract temporary workforce as they become eligible. We have found that in many cases the hourly cost for a consultant or temporary employee may be substantially lower than that of full-time workers of comparable skill level.
- 2. Eliminate Training Costs:** Research has shown that employee training is linked to corporate profitability. Using temporary employees eliminates these costs by hiring credentialed professionals who have been trained by their staffing firm.
- 3. Administrative Costs:** Staffing firms absorb the costs of payroll/benefits processing and administration associated with regular employees. An enormous business burden is eliminated and savings are increased.
- 4. Eliminate Cost of Unemployment & Workers' Compensation Claims:** Since temporary employees work directly for the staffing firm, businesses that use temporary staff are not financially responsible for their unemployment and workers' compensation claims. These legally required payroll deductions are the responsibility of the staffing firms. Nationwide, the average cost of worker's compensation insurance has risen 50% in the last 5 years.
- 5. Eliminate Hidden Costs of Overtime:** Poor Performance and Decreased Productivity: There is substantial evidence that despite the short-term benefits that make overtime attractive to employers, a growing body of research shows that working long hours over long periods of time is not necessarily cost-effective because of decreasing quality, increasing mistakes and reduced productivity.
- 6. Reduce Costly Hiring Mistakes:** Mismatches become displacements requiring replacements. Clearly, bad hires cost the same in salary and benefits as great employees but their return on investment is significantly lower. Using temporary employees eliminates the costs of mistakes in hiring and using marginally productive workers because employers get temporary professionals with the right skills and the best personality for the job.

The most important benefit of using temporary employees is their superior organizational productivity. Consultants and temporaries are aware of the fact that they are only as good as their last performance on the job. In fact, continuous employment depends on delivering good work. Not being emerged (and bogged down) by corporate politics allows them to focus on productivity and output. Above all, a well selected staffing service will screen, train and place an individual with the right skill sets and behavioral traits on the right jobs. They arrive ready to work, focused on doing the job and meeting project goals.



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Placement Terms and Conditions

Contract Temporary to Permanent Hire

Payment Terms: All Invoices are Due Net 30-Days

After the completion of 1040 straight time hours (6 months) on Integrity's payroll, contract employees can be converted to permanent hire without a buyout fee or the Client Company may continue to utilize the contract temp for as long as need or whenever converted to a permanent employee.

Note: All outstanding Invoices for hours worked during the contract / probationary phase must be current under stated payment terms or paid in full prior to permanent employment conversion.

It is understood that any offer of permanent employment is based exclusively upon performance. Conversely, termination of employment can take place at anytime for any reason with no obligation outside of billing for hours worked up to the point of termination.

Per hour billing rates during the contract phase are all inclusive except for state mandated sales tax.

Conversion Prior to Attaining 1040 Straight Time Hours

If the Client Company wishes to hire our contract employee prior to attaining the 1040 straight time hours we will subtract the hours worked from 1040 hours. Using our Permanent Placement Fee as a base, we shall adjust the percentage fee on straight time hours that remain. This method is an accurate sliding scale to determine the final fees owed.

Early conversion to direct employment is available with a fee based on the total hours remaining.

Billing Rate x 30% x Remaining Hours = Buyout

Mr. Temp works 14 weeks or 560 straight time hours. The equation to calculate the buyout fee:
1040hrs minus 560hrs = 480 remaining hours times (x) \$33.00hr bill rate times (x) (30%) = \$4752.00



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Permanent Placement Policies

Integrity charges a **Standard 20% Permanent Placement Fee** based on the first-year annual salary.

As protection against employment termination for cause or a quit, and in order to ease cash flow. We offer a Standard 6 Month Payment Plan that incorporates guarantees. If the candidate does not work out or quits prior to the next payment due date no future fee(s) would be charged.

Example: Employee Salary: \$60,000.00

Payment Schedule:

Recruiting Fee: \$12,000

On or before start date – \$2,000

30 days after start date - \$2,000

Next 30 days - \$2,000 and so on...

NET 30-Days on All Invoices + (State, Local & Federal Taxes)

Integrity Technical Services does offer a 12 Month Placement Fee Option:

The 12 Month Payment Plan comes with a 24% Placement Fee based on the first-year salary. Many Employers prefer this Payment Plan as it is easier for budget planning and provides a longer guarantee that if the worst were to happen, the Client Company would only be responsible for the months worked and nothing more.

Example: Employee Salary: \$60,000.00

Payment Schedule:

Recruiting Fee: \$14,400.00

On or before start date – \$1,200

30 days after start date - \$1,200

Next 30 days - \$1,200 and so on...

12 Payments x \$1,200.00 = \$14,400.00



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Integrity's Vision

As changing market conditions drive the supply, demand, and cost of engineering / technical talent, true success in the employment industry depends on the fast and accurate response to specific customer requests. The identification of individuals with precise skill sets at billing rates that fit within client company budget constraints is always our primary goal.

Integrity Technical Services proactively solicits client feedback on the performance of internal and external personnel to obtain customer satisfaction. This focus on service has earned Integrity an excellent reputation. The consistent upgrading of our information technology infrastructure and the utilization of web-based technologies has allowed Integrity Technical Services to dramatically increase its productivity and response time.

Why Integrity Technical Services?

The three key words that have led to our success are Fast, Fair, and Friendly. Service is everything to our clients, prospective employees, and staff!

- Experienced core management staff boasting 85+ years of industry experience!
- Prompt cost effective solutions.
- Our goal is to meet client's budgets
- Family oriented team style business approach.
- User friendly company willing to meet clients needs and demands.
- Built on a rock-solid financial foundation



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MEET THE ITS TEAM!



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Judy O'Neil – President / Owner / CEO / CFO

Judy is the President / Owner and cofounder of Integrity Technical Services, Inc., established in 1996. For the past 23 years, Judy has provided leadership and guidance by establishing a strong financial base from which our company continues to benefit from. She is the backbone within the organization, leading by example, displaying the utmost integrity which has sprung to life our company name Integrity Technical Services. (judyoneil@integrityjobs.com)

John O'Neil – Vice-President

John is the Vice-President and cofounder of Integrity Technical Services, Inc. He holds 30 years of experience in the technical staffing industry. Previous to establishing Integrity Technical Services, John was the Vice-President of North Star Resources, Inc. from 1989 to 1995. His background includes 18 years of hands on technical experience both in an R&D environment (product development / testing / FCC, U.L., IEEE) and field service installation and repair. He also possesses many years of experience working for high tech state of the art companies previously to partnering up and opening his first company in 1989. His technical working background has helped him relate to clients and candidates alike. Having insight from both the employer and employee side has helped contribute to the success of the company. (oneil@integrityjobs.com)

Jim O'Neil - VP of Marketing

Jim has been a part of the Integrity Technical Services family for over 12 years. He has learned all aspects of the business, beginning his career answering phones, processing resumes, recruiting talent and promoting the company. He is now managing accounts and working with companies to help with their staff augmentation. Jim is driven and determined to find the most qualified candidates for his clients. He will work and communicate closely with clients to capture their needs accurately. (jimoneil@integrityjobs.com)

Kevin Marteny - Sr. Placement Specialist (Civil, Construction, Architectural)

Kevin holds 25 years of experience in the technical & engineering placement industry. He specializes in servicing architectural, A&E consulting, construction, environmental, surveying, and trade show exhibit/graphics clients. "It has been a long and exciting road to service so many employers. There is a special feeling that comes with putting someone to work in the right position with the right company. I don't think that reward will ever get old!" (marteny@integrityjobs.com)

Steve Wartko - Sr. Placement Specialist (Electrical, Manufacturing, Technical)

Steve holds 25+ years of experience as a technical recruiter/account representative to include employment with Integrity Technical Services for the past 22 years. His diverse background in the fields of manufacturing, product development, engineering support, construction, computer training and technical maintenance along with his additional 12 years of experience as an electronic engineering technician has helped make him successful in identifying and recruiting for clients' specific and unique technical staffing needs. (swartko@integrityjobs.com)

Mike Gabriel - Recruiting Manager

Michael joined Integrity Technical Services back in 2005 after working for 18 years as a Field Service Accounts Representative with Konica/Minolta Photo Imaging. While with Konica, Mike was responsible for managing over 300 client accounts covering 5 states. Mike's past experience with sales and customer service has contributed to his great success in the staffing and recruiting industry. Mike is in charge of managing the recruiting efforts with ITS. He is great leader and mentor for our office personnel. You will find Mike to be one of the friendliest, most organized, hard working members of the Integrity team. Mike is heavily relied on to help direct our recruiting efforts. (mgabriel@integrityjobs.com)



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Technical Recruiting Support Staff

David O'Neil - doneil@integrityjobs.com 7yrs

Lyn Simonovski - lyns@integrityjobs.com 4yrs

Mike Miller (Veteran) – mike@integrityjobs.com 9yrs

Nick Mutaali - nick@integrityjobs.com 2yrs

Ryan Eiloo - ryan@integrityjobs.com 3yrs

Back Office Support / Data-Miner

Corey Shreve – corey@integrityjobs.com 4yrs

Thank you for reviewing our information. If you have any question, please contact us!

Sincerely,

Judy O'Neil – President Office: 330-633-6500 Cell: 330-554-7060

John O'Neil – Vice Pres. Office – or - Cell: 330-554-1326

Jim O'Neil – VP-Marketing Office: 330-633-6500 Ext 1101

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Integrity Technical Services, Inc. is an Equal Opportunity Employer

“An **employer** that pledges to not discriminate against employees based on race, color, religion, sex, national origin, age, disability or genetic information.” In addition, we proudly support all efforts to employ our Veterans.