FEHR GRAHAM
ENGINEERING & ENVIRONMENTAL

23 August, 2023

Offer from Fehr Graham

Hello Tyler,

Fehr Graham is pleased to offer the following position to you:

Title: Senior Project Manager

Anticipated Start Date: 2 October, 2023

Salary Classification: Salary – Exempt

Payroll Rate: $135,000.00/yr. paid bi-weekly

Sign-on Bonus: $2,500 to be paid on the first paycheck. Should employment voluntarily end for any reason before twelve (12) months of services, full reimbursement of sign-on bonus will be required.

Office Assignment: Rockford, IL

Work Hours: Full time, 40 hours per week. Core office hours generally fall between 7 am and 5 pm. Some projects may require working outside of normal hours.

Division: Engineering

Reports To: Seth Gronewold, Principal

Response to Offer: Requested by end of the business day [Insert date].

Benefits & Policies: Medical, vision, dental, and other voluntary benefits and options including 401(k) are offered for full-time employees. All of which will be described in full on or before your first day with Fehr Graham. You are eligible for entry into all benefits on the date of hire.

Personal Time Off (PTO): You will receive 23 days of Paid Time Off at the date of hire and then follow the PTO schedule below. This is available and earned over the next 12 months. If employment should end, you will be paid for all earned but unused PTO time.

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FG YEAR OF SERVICE STARTING | Days | Hours
0 - 1 | 23 | 184
2 - 10 | 26 | 208
11 - + | 28 | 224

Drug Screen: To be completed within 7 calendar days of acceptance of offer and results received prior to starting. Employment is conditioned on your ability to successfully complete the company's pre-employment drug screen. The screening will be administered at our expense. Information regarding this will be forwarded upon acceptance of this offer.

Background Check: Employment is conditioned on your ability to successfully complete the company's pre-employment background check which may include driver's license, education, and employment verification.

This letter is intended to provide an overview of wages and benefits offered to you and in no way should be considered a contract or guarantee of employment. Furthermore, Fehr Graham and its employees have an employment relationship that is known as "employment at will." This means that the employee is not required to work for the Company for any set period, nor is the Company required to retain the employee for any length. The employee has the right to terminate his or her employment with or without cause at any time for any reason, and the Company reserves the right to terminate the employee at any time for any non-discriminatory reason, with or without cause.

If you have questions, please feel comfortable contacting me directly. We look forward to hearing your response to our offer.

Sincerely.
Fehr Graham

Tyler Nelson: 

Dropbox Sign

Audit trail

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