



JOB ABANDONMENT POLICY

By accepting a job assignment through 1st Employment you are agreeing to report to the job on time and complete the required hours.

All assignments may not be right for every employee; however, that does not justify abandoning the job or leaving any assignment prior to the end of a shift.

1st Employment employees who no call/no show to an assignment or who leave early without first notifying and receiving approval from a 1st Employment Representative will receive an hourly pay of Arkansas state minimum wage for **all hours** worked the week of the abandonment, including pay received from all assignments worked that week. If the no call/no show occurs on the first scheduled day of a new week, all hours worked the previous week may be reduced to an hourly pay of Arkansas state minimum wage. Job abandonment may also result in disciplinary action up to and including termination.

I acknowledge that I have read and understand the Job Abandonment Policy. I agree to this policy.

Employee Signature

Date

Employee Name (please print)

Social Security Number