

Supreme Program Applications Contract

This Service Contract ("Contract") is entered into between Supreme Careers, hereinafter referred to as the "Company," and Ali Haidar, hereinafter referred to as the "Client," collectively referred to as the "Parties," effective from 20 December, 2024.

Company Responsibilities

- The Company agrees to provide the Client with comprehensive assistance in finding a job in their field as a IT & Technical Support Engineer through job applications tailored to the Client's specified criteria.
- The Company is obligated to continue submitting applications for the Client until they receive an official offer from a hiring company that matches all their criteria.
- This Agreement is indefinite, and the Company will persist in applying for the Client until a satisfying offer is secured.

Client's Responsibilities

- The Client must promptly inform Supreme about any job opportunities received via email, LinkedIn, Bayt, or phone call. Failure to notify the Company about any opportunity may result in termination of this contract without refund.
- The Client commits to attending all scheduled interviews with prospective employers and agrees not to reschedule or cancel interviews without a valid reason.
- While the Company will endeavor to negotiate with hirers to align with the Client's availability and preferred dates and times, the Client is expected to be prepared to attend interviews at any time, whether remotely or onsite anywhere in Lebanon. Failure to attend a scheduled interview with an employer without a valid reason and written approval from the Company may result in the termination of this contract without refund.
- The Client must attend all interviews fully prepared, including wearing professional attire, preparing for interview questions as per Company training, researching the employer, and understanding their CV points.
- For every interview attended, the Client must provide Supreme with the following details: a comprehensive list of questions asked during the interview, the subsequent steps in the hiring process as communicated by the hirer, pertinent details about the hiring managers and recruiters contacted (including names, emails, and phone numbers), and any information disclosed regarding the position, such as compensation package, responsibilities, and schedule.

Compensation

- The Client agrees to pay a fee upon signing the contract with the new desired company, equal to

35% of the first salary provided by the new company.

- Payment must be made within 30 days after contract signing. Failure to do so may result in legal action and fines of up to 1000 USD. Additionally, Supreme reserves the right to terminate the contract between the Client and the hirer through any means deemed relevant.
- Any opportunity that the Client receives after signing this contract from an application they submitted independently is also considered an opportunity generated by Supreme. The Client is obligated to disclose all relevant information about such opportunities and pay the due amount if an offer is received and the contract is signed. This includes applications submitted both before and after joining the Supreme program.

Rescheduling or Canceling Interviews

The Client may reschedule or cancel interviews only for the following reasons:

- **Mismatch of Expectations:** If the candidate perceives a significant mismatch between their expectations and the job role, responsibilities, or compensation package based on initial interactions or job descriptions.
- **Emergency:** If the client faces a sudden personal or family emergency and provides clear evidence that proves the case. Excused emergencies include hospitalization of the client or a close family member due to falling sick due to a severe health issue or sudden accident.
- **Interview Schedule Conflict:** If the client has another interview scheduled simultaneously or at a time that hinders their ability to prepare due to schedule conflicts with another interview.
- **Unforeseen Circumstances:** If the client encounters unexpected events like severe weather conditions, natural disasters, or political unrest.
- **Job Offer Acceptance:** If the client receives a job offer from another employer before the scheduled interview and chooses to accept it, thereby canceling all other pending interviews.
- **Company Reputation or Instability:** If Supreme discovers that the company lacks legitimacy, has numerous negative reviews related to its culture, management, or practices, or if there are signs of instability within the company, such as financial difficulties or impending layoffs.
- **Military Service:** If the client is on active military duty or has military commitments due to deployment or training obligations.

Unjustifiable reasons for rescheduling or canceling interviews include:

- **Being at work:** The Client is required to utilize breaks, time off, or request leave to accommodate interviews during work hours. Heavy workload or time constraints are not considered valid excuses.
- **Academic or Educational Commitments:** If the Client is still a student or is pursuing further education, they are expected to prioritize interviews over classes during this period.
- **Technical Issues (online interviews):** The Client must address any internet, network, or connectivity issues by recharging data or changing location, and must use, borrow or rent another device in case of any device hardware or software malfunctions.
- **Transportation Issues (onsite interviews):** The Client is responsible for resolving transportation

problems, such as car breakdowns, to ensure timely attendance at onsite interviews.

- **Misunderstanding:** The Client is expected to clearly understand the interview time, date, and location. Failure to understand these crucial details is not considered a valid excuse.
- **Lack of Preparation:** The Client is required to adequately prepare for all interviews in advance and remain prepared for any unexpected interviews.
- **Unattractive Commute:** The Client must attend interviews regardless of the length or difficulty of the commute to the interview location.
- **Family Responsibilities:** While severe family emergencies are excused with provided evidence, unexpected family responsibilities or caregiving duties are not considered valid excuses. The Client is expected to find alternative solutions.
- **Leisure Reasons:** The client is expected to cancel or postpone any pre-planned vacations, concerts, events, social gatherings, weddings, birthdays, anniversaries, or reunions that conflict with interview schedules.
- **Religious Observances:** The client is expected to adjust their schedules to accommodate both the religious obligation and the job interview. While Supreme respects all individual beliefs and values, skipping an interview may have significant consequences on job prospects.
- **Previous Negative Experience:** The client is expected to attend interviews with companies even if they had a negative experience with the company or interviewer in the past.
- **Remote Work Preferences:** The Client must attend onsite interviews, even if they prefer remote work opportunities. Supreme will assist in negotiating remote work options during later stages.
- **Mental Health Issues:** The client is expected to seek professional help or guidance from a therapist or Supreme to deal with any mental issue including nervousness, stress, anxiety, or fear. Skipping interviews due to mental health reasons is not considered a valid excuse.

Any other reason not listed above is considered unjustifiable for rescheduling or canceling an interview.

Offer Rejection

- The Client may only reject an offer from an employer if it doesn't match their field, role, location, work style, or desired salary.
- It is also considered a valid reason for rejection if both the company and the client mutually agree to continue applying to find a more favorable offer. or if the Company deems the offer or company not legitimate.
- The Client has no right to reject an offer for any reason other than those expressly listed here. If the client rejects an offer for any other reason without valid justification and written approval from the company, the company reserves the right to terminate this contract without issuing refunds. Additionally, legal action and fines up to 1000 USD may be pursued.

Governing Law

This Contract shall be governed by and construed in accordance with the laws of Lebanon.

Entire Agreement

This Contract constitutes the entire agreement between the Parties and supersedes any prior discussions, understandings, or agreements, whether written or oral, relating to the subject matter herein.

And on the witness of the parties here, this contract has been executed on 20 December, 2024.

Supreme Careers

Represented by:

Zayn Halabi & Toufic Abou Ali, Founders & CEOs

Zayn@supremecareers.net & Toufic@supremecareers.net

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Signatures:

Handwritten signatures of Zayn and Toufic in black ink.

Ali Haidar

ali_haidar98@outlook.com

Signature: