



Shicheng Guo <shihcheng.guo@gmail.com>

Signature requested on "Offer Package - Shicheng Guo - 6254191001"

1 message

Denise David <echosign@echosign.com>

Wed, Jan 22, 2020 at 9:29 AM

Reply-To: Denise David <ddavid5@its.jnj.com>

To: "shihcheng.guo@gmail.com" <shihcheng.guo@gmail.com>

**Denise David requests your signature on
Offer Package - Shicheng Guo - 6254191001**[Review and sign](#)

Congratulations! We're very excited to offer you an opportunity with the Johnson & Johnson Family of Companies. We receive nearly one million applications a year, and you made it through! If you accept, then we'll be delighted to welcome you.

Here are some housekeeping items that we'll need completed to ensure a smooth transition:

1- Please review the attached documents and electronically sign where required. If you have any questions regarding your offer details, don't hesitate to contact your recruiter directly.

2- Please verify your contact information and Equal Employment Opportunity (EEO) Information when you receive an e-mail from J&J Talent Acquisition titled "Johnson & Johnson – Request for Additional Information".

You will receive a confirmation from us once you successfully complete the above tasks.

For those living in PA, please fill out the PA Local Act form required by the state to help consolidate and streamline the collection of Earned Income Tax. If you don't have a PA address yet, please submit the form to Payroll as soon as you have it. Here's how to do it:

1. Go to AskGS
2. Download and fill out the form
3. Submit a request with the following:
 - a. Who Do You Need Assistance From: PAYROLL
 - b. Category: TAX ASSOCIATED REQUEST
 - c. Subject: PA LOCAL ACT 32
 - d. Description: Free text
 - e. Attach the completed form

*NOTE: You may only access the AskGS website once you have been successfully on-boarded

If you haven't already done so, log in to Shine with your Careers website credentials to access some great content to help you prepare for your transition, with advice on how to give your two weeks' notice, things to know about our culture and what we do, and much more.

Again, congratulations on your offer and we hope you'll be joining us soon! Please don't hesitate to reach out to your recruiter for any questions you may have regarding your offer.

Best,

Johnson & Johnson Global Service Center

DENISE DAVID

ddavid5@its.jnj.com

By proceeding, you agree that this agreement may be signed using electronic or handwritten signatures.

To ensure that you continue receiving our emails, please add echosign@echosign.com to your address book or safe list.

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