

# CanTel Unlimited

## **Position:**

Your Title: Account Executive

Employer: CanTel Unlimited

Reporting To: Jim Stevens, EVP of Sales, US & Canada

Location: 20 Biscayne Crescent, Brampton, ON L6W 4S1

## **Compensation**

See compensation schedule in the accompanying Excel file.

## **Benefits**

The Company also offers a comprehensive flexible benefits program that is an important part of your total compensation. Key points of this program include:

- Employer paid short-term and long-term disability benefits.
- Employer paid basic life and accident insurance of 1x basic annual salary respectively and 2x basic annual salary for business travel accident insurance. Additional optional life and accident insurance as well as Critical Illness insurance can be bought through payroll deductions.
- An annual allocation of flex dollars which gives you access to comprehensive medical, dental and vision coverage and a Health Reimbursement Account to cover expenses not covered by the basic plans.
- Employer paid out-of-country medical emergencies insurance for business and personal travel, including trip cancellation insurance.
- Employees' Savings Plan (BCE Share Purchase Plan) where you can contribute up to 12% of your basic annual salary and the company will match one third of your contribution to a maximum of 2% of your basic annual salary subject to a two-year holding period.

Waiting periods may apply. Your eligibility to the above-mentioned benefits is determined according to the terms and conditions of each specific plan.

## **Smart Phone Plan/Device**

CanTel Unlimited will offer you \$760 towards a Smartphone device upon offer acceptance. CanTel Unlimited will also pay your monthly CanTel Unlimited Mobility fees in accordance to the conditions on the enclosed billing form.

The above privileges are in consideration of you beginning your employment with CanTel Unlimited on your hire date.

Should you decide not to start your employment with CanTel Unlimited on the Hire Date or should you resign from your employment with CanTel Unlimited or be terminated for cause during a period of three months following your Hiring Date, you will have to reimburse the full value of the Smartphone device or return it immediately. By signing below, you agree and understand that CanTel Unlimited could withhold any amount on your last pay cheque in order to obtain reimbursement of the Smartphone device.

### **Vacation**

You will be entitled to 15 vacation days per year, beginning on January 1st of the year following your hire. For the current year, you will be entitled to 1.5 days of vacation for each full month of service (up to 15 days). If your hiring date is between the 1st and the 15th, it will be considered as a full month. These days must be taken before the end of the current year, depending on the needs of the Company. Additional vacation days can be purchased in the flexible benefits program.

Upon termination of employment, vacation pay will be paid in accordance with minimum statutory requirements, or as the case may be, deducted from your last pay cheque if you have taken more days than you were entitled to.

Your vacation entitlements are governed by the applicable policy (Vacation and working conditions for management employees) which may be amended by the Company from time to time at its sole discretion.

### **Employee Discount Plan**

When you join the organization, you are encouraged to become an ambassador of CanTel Unlimited's great services, and getting the savings you deserve as a member of our team. By choosing CanTel Unlimited whenever there is an option over a competitor, you are supporting the growth of our team and company.

You will have discounted prices on Mobility, Satellite and Fibe TV, Internet and Home Phone, as well as premium services like Pay-per-view movies and HD PVR rentals. You also benefit from great product discounts at The Source on everything from laptops and TVs to headphones and batteries. You are entitled to 35% off all of these services.

### **Pension Arrangement**

You will be covered under the Defined Contribution (DC) arrangement of the CanTel Unlimited Pension Plan once you have completed a term of employment of three (3) months. The Company contributes to your account and you have the option to contribute as well. The Company contributions combined with your voluntary contributions can reach as much as 18% of your pensionable earnings.

The company will contribute automatically 4% of your pensionable earnings. The company may contribute up to 6% assuming you contribute voluntarily a minimum of 2%. You decide how much you want to contribute (up to 12%), depending on your personal situation and retirement income needs.

### **Pre-employment Conditions**

#### **Screening:**

You will be sent a link to complete the "Personnel screening authorization and consent form" which is required to be completed by all prospective the Company employees at this stage in the recruitment process. Please complete and return via the on line tool. Pre-employment screening is a mandatory part of the Company's recruitment and selection process for all external hires and will include a criminal record check and reference checks, Credit checks and/or identification checks may also be conducted. This offer of employment is conditional upon your successful completion of the pre-employment screening. If the results of the pre-employment screening are unsatisfactory, this offer of employment will be deemed null and

void.

*Code of Business Conduct:*

The Company is committed to responsible and ethical business practices as these are essential to our reputation and brand. That is why we place such high importance on every team member making a personal commitment to the Code of Business Conduct, which reflects the values, policies, laws and regulations that govern all operations at the Company. As such, you will be required to read the Code and complete a mandatory on-line training session on it within 7 (seven) days of your effective date of employment. The continuation of your employment will be conditional upon compliance with the Code, including the completion of this training within the requisite timeline.

*Disclosure:*

You are also required to disclose conflicts of interest (whether real or potential), as well as interests or relationships that could be harmful or detrimental to the Company's interests including but not limited to:

1. Whether you were employed or otherwise commercially involved in any endeavor which is competitive in any way, with the business of the Company and its affiliated companies, including CanTel Unlimited Canada.
2. Whether you are bound by any restrictive covenants such as non-competition or non-solicitation restrictions that could impact your ability to fully assume your duties with the Company.

We would like to remind you of your duty to respect any restrictive covenants and to safeguard any confidential or proprietary information gathered during your previous employment or business involvement. These obligations survive beyond the end of any employment. As such, you must continue to make sure that any confidential or proprietary information you were given access to in the course of previous employment is not shared with your colleagues at the Company.

**Probationary Period**

Your employment shall be subject to the completion to the Company's satisfaction of an initial probationary period of six (6) months. It is understood and agreed that during this probationary period, your appointment may be terminated by the Company for any reason, upon providing you with the minimum statutory notice or pay in lieu thereof required, if applicable.

**Termination**

The Company can terminate your employment at anytime for cause, without any notice of termination, indemnity in lieu thereof or severance pay. At any time after the completion of the Probationary Period, the Company may also terminate your employment without cause, upon giving you a termination notice or indemnity in lieu that complies with the legislative requirements.

If your employment is terminated for any reason, whether voluntarily or involuntarily, both your short term and long term disability coverage will end on your last day of active employment with the Company. For greater clarity, you will not be entitled to any disability coverage during any period of reasonable notice of termination of employment or indemnity in lieu, whether express or implied, where you are not actively employed with the Company.

**Immigration / Work Permit**

If you accept this offer, you must be legally authorized to work in Canada at the time of the offer,

and for the duration of your employment with the Company. This offer letter and your employment is conditional upon your continued authorization to work in Canada.

You are responsible for maintaining your passports, abiding by all of the rules and regulations of Canada, and providing all of the necessary documentation to retain a legal right to live and work in Canada. It is your responsibility to ensure that the Company has at all times a copy of all relevant legal documents that confirm you are authorized to work in Canada.

In the event that for any reason whatsoever, you are no longer authorized to legally perform your duties for the Company in Canada, this offer letter will become null and void and your employment will be terminated for cause, without further notice, indemnity or payment in lieu thereof.

**Other:**

- You will be asked to respect the Company's Employment Terms and Conditions
- You are required to complete the Prevention of Violence in the Workplace and Be Ready – Emergency Preparedness training no later than 30 days after your date of hire

**Post-employment obligations**

Unauthorized disclosure or misuse of confidential or proprietary information can have serious consequences for the Company. As such, you have an obligation to safeguard this information (as described in greater detail in the Company's Code of Business Conduct) both during the time of your employment with the Company and, should such employment cease for any reason, after the end of your employment.

Note that the Company reserves the right to amend from time to time all compensation and benefits programs described above.

Upon acceptance of this term of employment, it will become a binding agreement.

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**Jim Stevens – EVP of Sales, US & Canada**  
**CANTEL UNLIMITED**

**Acceptance**

I have read and agree to the terms and conditions related to my employment stated in this offer letter.

**Accepted by:**

Name: Timothy Turner

Date of Birth (MM/DD/YY): \_\_\_\_\_

SIN #: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_