

December 22, 2020

Dear Abdul Adil,

Aphena Pharma Solutions is pleased to offer you the position of *Process Validation Engineer* for the Liquids Division in Easton, MD. This position is an exempt salary position and reports directly to the Sr. Technical Services Specialist.

Your starting salary for this position will be \$73,000 annualized which will be paid bi-weekly at the gross amount of \$2807.69. Your requested start date will be December 28, 2020 pending the successful completion of a criminal background check, verification of I-9 documentation and pre-employment drug screening.

You will be eligible to participate in Aphena Pharma Solutions benefit programs offered to similarly situated employees. The following are some important features of each of these plans. Please keep in mind that this is only a brief outline and more information will be provided during your orientation.

- a) Group Medical, Dental and Vision Benefits Participation in the Company's Medical, Dental and Vision Plan is effective on the first of the month, following 30 days after your hire date. These plans are contributory plans where costs are shared, as outlined in the Benefit Guide.
- b) 401K Savings Plan Eligibility to participate in the Aphena Pharma Solutions 401k Plan begins on the first day of the month following 30 days after your hire date. Aphena will match 50% of your deferrals, up to a maximum rate of 6%. Vesting periods are as follows: immediately for employee contributions and 100% vested after 3 years for employer contributions.
- c) Basic Life and AD&D Insurance Aphena provides a set amount of life insurance for all full time employees salary positions are covered under a \$100,000 policy. This benefit is 100% company paid with no cost to the employee.
- **d) Short Term Disability** benefit amount 60% of your weekly salary. This benefit is 100% company paid with no cost to the employee.
- e) Long Term Disability, Critical Illness, Supplemental Life Insurance (Employee, Spouse and/or Child), Accident Insurance, Hospital Idemnity These benefits are available to employees at the employee's expense.
- f) PTO –You will be awarded 80 hours of PTO at the beginning of 2021. Additional PTO will be awarded as outlined in the Employee Handbook.
- g) Holidays You will be eligible for paid holidays effective your date of hire.
- **h) Bonus Plan** You will be eligible for the Aphena Bonus Program which is determind by the company's yearly performance. The first year bonus payout will be prorated based on your hire date.

We look forward to you joining our team and wish you a long and successful career with our company. Please let me know if you have any questions.

Sincerely,

Cory Chappell

Cory Chappell Human Resources Manager

To indicate acceptance of this offer, please sign in the space provided below. Return the signed original via email to cchappell@aphenapharma.com.

Please be advised that this offer does not constitute or imply a contract of employment. Your signature indicates acknowledgement that if employed, your employment is to be "at will" which means that either the company or you may terminate your employment at any time, with or without notice.

Abdul Adi (

Signature

 $\frac{12/22/2020}{\text{Date}}$

Aphena Pharma Solutions Notification

Criminal Background Authorization

The position for which I am being considered requires me to consent to a criminal background check as a condition of employment. This check includes the following: Criminal history reference searches for felony and misdemeanor convictions at the county and federal levels of every jurisdiction where I currently reside or where I have resided during the past 7 years; and sex offender registry searches at the county and federal levels in every jurisdiction where I currently reside or where I have resided.

Authorization

I hereby authorize Aphena Pharma Solutions to conduct the criminal background check described above. ADP Screening Solutions has been secured as a third-party vendor (consumer reporting agency) to assist Aphena Pharma Solutions in collecting and verifying information.

I also am aware that records of arrests on pending charges and/or convictions are not an absolute bar to employment. Such information will be used to determine whether the results of the background check reasonably bear on my trustworthiness or my ability to perform the duties of my position in a manner which is safe for Aphena Pharma Solutions.

Please print (for identification purposes):

Full Legal Name: Abdul Koubeer Adi'L

First Middle Last

Address: 901 La Grange Ave, Combridge, MD, 21613

Street City State Zip

Other Names You Have Used in Past Seven Years: No

Have you ever been convicted of a criminal offense or have any pending criminal charges against you? (This refers only to felonies and misdemeanors; you do not need to include non-criminal traffic violations or municipal ordinance violations.)

Yes (explain) No

To the best of my knowledge, the information provided in this Authorization and any attachments thereto is true and complete. I understand that any falsification or omission of information may disqualify me for this position and/or may serve as grounds for the severance of my employment with Aphena Pharma Solutions. By signing below, I hereby provide my authorization to Aphena Pharma Solutions to conduct a criminal background check and I acknowledge that I have been provided with a summary of my rights under the Fair Credit Reporting Act which is attached. In addition to those rights, I understand that I have a right to appeal an adverse employment decision made by Aphena Pharma Solution, LLC. based on my background check information within three business days of receipt of such notice and that a determination on my appeal will be made in seven working days from Aphena's receipt of such appeal.

Signature

Date 12/22/2020



Pre-Employment Drug Testing Consent and Release Form Aphena Pharma Solutions - MD, LLC

I hereby consent to submit to urinalysis and/or other tests as shall be determined by Aphena Pharma Solutions - MD, LLC in the selection process of applicants for employment, for the purpose of determining the drug content thereof.

I agree that any medical professional or certified technician provided by or approved by Aphena Pharma Solutions - MD, LLC may collect these specimens for these tests and may test them or forward them to a testing laboratory designated by the company for analysis.

I further agree to and hereby authorize the release of the results of said tests to the company.

I understand that the current illegal use of drugs and/or abuse of alcohol will prohibit me from being employed at this company.

I further agree to hold harmless the Company and its agents (including the physician or clinic) from any liability arising in whole or part out of the collection of specimens, testing, and use of the information from said testing in connection with the Company's consideration of my employment application.

I further agree that a reproduced copy of this pre-employment consent and release form shall have the same force and effect as the original.

I have carefully read the foregoing and fully understand its contents. I acknowledge that my signing of this consent and release form is a voluntary act on my part and that I have not been coerced into signing this document by anyone.

Applicant Printed Full Name: <u>Abclul</u>	Kabeer Adil
s.s.#_574-69-9528	DOB: 05/17/1992
Applicant Signature:	Date:

Aphena Pharma Solutions Application for Employment



Notice to Applicants

Aphena Pharma Solutions is an equal opportunity employer and does not discriminate against otherwise qualified applicants on the basis of race, color, creed, religion, ancestry, age, sex, marital status, national origin, disability or handicap, or veteran status.

	Date: $\frac{12/22/2020}{Acli()}$ Abolul Kabeer 832-679-1 ast First Middle Phone Number			12/22/2020
Name ActiC	Abdul First		Kabeer Middle	832-679-154 Phone Number
Current Address QO Numb	La Granger & Street	e Ave		
			816/3 Zip Code	Dorches ter County
E-mail adil 66932	- Camail.com	Are you 1	8+ years of age? \(\section	(Yes No
Date of Birth OS/17/1	992 Social Se	ecurity # _5	74-69-9528	
Are you legally eligible	for employment in	n the US? _	Yes No	
Position(s) applying for	: Process /	a lide tion	r Engineer	DaysNights
Have you ever worked				
If yes, what dates did yo	ou work?			
Date Available for Wor	k I	Desired Salar	у	
EDUCATION: Please is seeking.	ndicate education or	training which	ch you believe qualif	ies you for the position you are
High School: No. of Yrs O Diploma:YesNo				
High School		City/s	State	
College and/or Vocation Number of Years Complete	ted (circle one) 1 2	3 4		
School University	of Houston	City/State	Clearlake,	Tx
Major Inclustrial	ManagmutDeg	ree Earned _	M.S	
School BMS (E		City/State _	Bangalore	, KA, IN
School University Major Inclustrial School BMS (E Major (he mical	Deg	ree Earned	BS	
Other Training or Deg				
School		City/\$	State	
Course				

RECORD OF CONVICTION: During the last fifteen you minor traffic offense? Yes No	ears, have you been convicted of a crime other than
If yes, explain: (A conviction will not necessarily automatically disqualify you date of conviction, seriousness and nature of the crime, and re-	ou for employment. Rather, such factors as age and chabilitation will be considered).
Have you ever been convicted of a felony?Yes _X_No If yes, date, place and nature of crime:	
EMPLOYMENT: List most recent employer first, including	ng U.S. Military Service.
May we contact your present employer? Yes N If any employment was under a different name, indicate name	To
EMPLOYMENT HISTORY:	
1. Employer PSC Biotech Address (City	y & State) <u>Foo Cosporate Center</u>), Pomona s of Employment: <u>10/19/19</u> To <u>Current</u> Reason for Leaving: <u>Convert to feell-time</u> y & State) <u>109 Elbow (n. Ruslington</u> , NJ
Position <u>CQV Engineer</u> Date	s of Employment: 10/19/19 To Carrent
Salary Supervisor Tustin	Reason for Leaving: Convert to fell-time
2. Employer ACD Address (City	y & State) 109 Elbow In Ruslington, NJ
Position HSSOCICLE Process Trey neer Date	s of Employment: Oligan To OS/19
Salary Supervisor Minhaz	Reason for Leaving: Yersoncel
3. Employer <u>Unifed Pharma Techno</u> Address (City Position <u>Validation Engineer</u> Dates	y & State) South Mainfield, NT
Position Validation Engineer Date	s of Employment: <u>09/17</u> To 11/2018
Salary Supervisor Ainil Kumar I	Reason for Leaving: Move to full-time
Explain any gaps in work history:	V
REFERENCES:	
Name Abolul Minhaz	Name
Company & Title ACD, Sor Proclusion Manyer	- Company & Title
Phone (609) 387 3933	Phone ()
E-mail aminhaz@amcopvoteins.com	E-mail
Years Known I-year	Years Known

APPLICANT STATEMENT

I hereby authorize Aphena Pharma Solutions to thoroughly investigate my references, work record, education, and other matters related to my suitability for employment, and further authorize my present or any former employer, or any references to disclose to Aphena Pharma Solutions, any and all information related to my work record, without giving me prior notice of such disclosure. In addition, I hereby release Aphena Pharma Solutions, my present and former employers, and all other persons disclosing or receiving such information, from any claim or liability arising out of such disclosure or information.

I further agree to abide by all rules and regulations of Aphena Pharma Solutions, and I understand that any false, incomplete or misleading information provided in this application or in any other aspect of the hiring process will result in denial or termination of employment.

I also understand that as a condition of employment, Aphena Pharma Solutions, will require me to submit to a test for the presence of drugs in my system, and at any time during my subsequent employment, as permitted by company policy.

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	12	/22	2020	
Applicant Signature	Date /	/ /	7 20 2 0	

