



03/08/2022

Hi Brielle,

We are so excited to welcome you to Intermountain Healthcare! Our mission is "Helping people live the healthiest lives possible." Your abilities and expertise are key to helping us fulfill our mission while connecting with and supporting the communities we serve.

I would like to confirm the details of your offer as outlined below:

Position: Dispatcher

Department: Telecommunications - McKay Dee Hospital (Lyndee Lawrence)

Primary Work Location: McKay-Dee Hospital

Targeted Start Date: 03/21/2022

Wage: \$17.30

FLSA Status: Non-Exempt

Payroll will comply with federal, state, and local requirements as identified.

Job Type: Part time

Reporting To: Lyndee Lawrence

Phone #: +1 801-387-5052

Email: Lyndee.Lawrence@imail.org

To get you started with Intermountain Healthcare, we have scheduled you for the following appointments:

- Pre-employment Date/Time: 03/21/2022, 12:10 pm
- Location:

McKay-Dee Hospital Employee Health Office (4401 Harrison Blvd, Ogden, UT 84403) 1st floor near the Southeast entrance.

Your Recruiter will have discussed specifics regarding the location, date, and time of your drug test appointment.

- You must complete this drug test no later than end of business on: 03/10/2022

Additional information regarding Intermountain's Welcome Session will be provided for you in your onboarding tasks.

Intermountain Welcome and Badge Pick Up Location

- McKay-Dee Hospital
- Scheduled for 03/21/2022

This offer is contingent upon the following:

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- receipt of proof of eligibility to work in the United States
- successfully passing a pre-employment drug test
- successfully passing a criminal background check
- favorable reference check
- providing license, certifications and registration (if required for the position)
- education verification (if applicable)
- completing a series of onboarding tasks prior to your start date
- completion of required immunizations and vaccinations, or an approved and documented medical or religious exemption, before the first day of employment

To ensure we are ready for you on your first day, please have all onboarding tasks complete by the Thursday prior to the targeted start date in this offer letter. If all your onboarding tasks are not complete, you will be required to reschedule your start date. Please watch your email for communication on where and how to access your onboarding tasks. If you have questions about your onboarding tasks and completing them, please contact Tonya Pearce at Tonya.Pearce@imail.org.

You may be newly eligible to enroll in Intermountain benefits. On your first day, information about our benefits, eligibility and enrollment is available to you online through our internal Intermountain website. If you elect to enroll in benefits with Intermountain, the deadline to do so is 31 days from your start date and your benefits will be effective the first of the month following your start date. If you choose not to enroll during this 31-day period, you may have another opportunity at Open Enrollment (usually held in November for the subsequent year). If you have any questions regarding enrollment or eligibility, please contact our Ask HR team at: 801-44-ASKHR (801-442-7547) or Toll Free: 1-833-44-ASKHR (833-442-7547).

While we anticipate that this working relationship will be mutually beneficial, please be advised your employment at Intermountain is at-will. At-will employment means that either you or Intermountain can terminate the employment relationship at any time with or without notification or cause.

Welcome to the team! If you have questions, please feel free to email me at Christina.Katris@imail.org.

Christina Katris
Recruiter
Intermountain Healthcare

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