# Booz | Allen | Hamilton

02/05/2021 Paul McCabe 98-914 Kaonohi Place Aiea, Hawaii 96701

Congratulations Paul,

On behalf of Booz Allen Hamilton, I'd like to invite you to join our firm as an Administrative Professional 2 with the position of 2021 Summer Games Intern.

The timing couldn't be better to join the dreamers, drivers, and doers on our team: our mission to change the world can't wait—and we believe you can help us do it.

We'll empower you with collaborative peers as determined as you are to solve the world's toughest problems. Our leaders will support and mentor you. And we'll provide industry-leading training and development to help you build skills, be rewarded, and forge your own career path.

As a 2021 Summer Games Intern, you'll be based in Aiea, HI.

The Summer Games 2021 virtual program will take place June 2 - August 12, 2021. In March, you'll receive a survey where you'll share your skills and interests. We'll then pair you with a project and a cross-functional team, where you'll work together to develop breakthrough ideas and solutions for our clients' most pressing problems. All interns will be assigned to a team based on project needs and their anticipated time zone this summer.

Please reach out if you should have any questions regarding your offer. If you have any questions about the Summer Games Program, then please email Summer\_Games@bah.com.

We're looking forward to changing the world together.

#### SALARY/COMPENSATION

Pay/Basis: 24.00 USD Hourly

Any future pay adjustments will be based upon your performance, the competitive market, promotions, and the firm's salary budgets.

You will report to your Career Manager, Michael Peters, and your start date will be determined jointly once all of the following Requirements and Contingencies have been met:

## **REQUIREMENTS & CONTINGENCIES**

The successful completion of an internal pre-hire background screening will be performed by the firm's Investigation Services Team in conjunction with a third-party vendor(s) to determine employment eligibility.

Your eligibility to work in the United States. You will be required to complete the Form I-9 (Employment Eligibility Verification) and provide documentation establishing your identity and eligibility to work in the United States on your first day of employment.

If your position with the firm requires a US government clearance, obtaining a US government clearance, positive suitability determination, or successful clearance crossover at the level required for you to perform the duties for which

you are being hired, your employment and your continued employment is contingent upon your maintaining the required clearance, access, and/or suitability. We will consider this contingency met only when your US government clearance, suitability, or clearance crossover has been granted. Additionally, you will be required to commence employment with Booz Allen no more than 30 days from the date that your clearance, suitability or clearance crossover is granted.

If you were required to complete the Current and Former US Federal Government Employees (Civilian and Military) questionnaire regarding your government service and answered yes to any of the questions, please review and abide by the requirements below:

As you may be subject to post-government employment restrictions, Booz Allen's determination that any such restrictions do not prevent you from fulfilling the role for which you are being hired. To facilitate Booz Allen's determination, you must submit an advisory letter from the Designated Agency Ethics Official ("DAEO") to your recruiter at least seven days before your anticipated start date. The letter(s) must set forth any restrictions on the work you may perform for Booz Allen. If hired, you will be responsible throughout your employment with Booz Allen for adhering to any/all post-government restrictions that pertain to your position(s) with Booz Allen. If you do not submit the DAEO letter(s) within the time frame specified above, the firm may delay your start date. Booz Allen reserves the right to revoke this offer of employment if it determines that your post-government employment restrictions would prevent you from fulfilling your intended role.

If you are a current US government employee (which includes members of the US military) and have not already formally disqualified yourself from participating in matters affecting Booz Allen's financial interests (e.g., because you were not required to do so under applicable regulations while seeking employment here), promptly after accepting this offer, you must notify your supervisor that you have accepted an offer of employment from Booz Allen and, therefore, may not work on any matter affecting Booz Allen's financial interests for the remainder of your government service.

#### **RESCINDING RIGHTS**

We retain the right to rescind our offer depending on the outcome of the above steps. Your employment will be on an "at will" basis, meaning that either you or the firm may terminate your employment at any time, with or without cause, and with or without notice. Please indicate your acceptance of our offer as set forth in this letter by signing and returning this letter.

## **CONTACT INFORMATION**

If we have not heard from you within one week of the date of this letter, we will assume that you have chosen not to join the firm, and will consider you to have declined the offer of employment.

If you have questions, please do not hesitate to contact your recruiter, Alexis Carter at Carter Alexis@bah.com directly.

Paul, we look forward to officially welcoming you!

Sincerely,

Lindsey Jacob University Recruiting Lead

**Booz Allen Hamilton**