



# CANDIDATE PACK

## CHIEF EXECUTIVE OFFICER



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Yilli Rreung Aboriginal Corporation (Yilli Housing) operates on Larrakia country. We acknowledge the Larrakia people as the Traditional Owners of the Darwin region and pay our respects to Larrakia elders past and present.

We are committed to a positive future for the Aboriginal community.

For more than 20 years, Yilli Housing has been at the forefront of providing supportive housing and accommodation solutions for Aboriginal and Torres Strait Islander people living in Darwin, Palmerston and surrounding town communities.

We are a proudly Aboriginal led organisation with a committed board and staff focused on proactively responding to the housing needs, priorities and aspirations of our community. We are passionate about addressing the barriers to housing, improving living conditions and enhancing wellbeing outcomes for Aboriginal and Torres Strait Islander families across the Top End.

Our current activities contribute to this in a number of ways and include:

- Delivering Social and Affordable Housing services across Darwin and Palmerston;
- Providing Housing and Community Management and Maintenance Services to Town Communities surrounding Darwin;
- Delivering contracted maintenance and landscaping services;
- Managing the YISSA Short Stay Facility in Darwin; and
- Supporting people experiencing homelessness or at risk of homelessness through tenancy support, access to essential goods and services and supported referral.

From humble beginnings, we have established a solid organisational footprint, a track record of delivery and proven capacity to partner with Government and others to facilitate innovative housing solutions.

As we embark on the next stage of our journey, we are now looking to build upon our history to expand our ability to better respond to the needs of our community, to help more people and to increase the impact we can have on the people and communities we assist.

To achieve this, we are looking to grow our housing portfolio, expand our services and to develop and grow our organisational capacity.

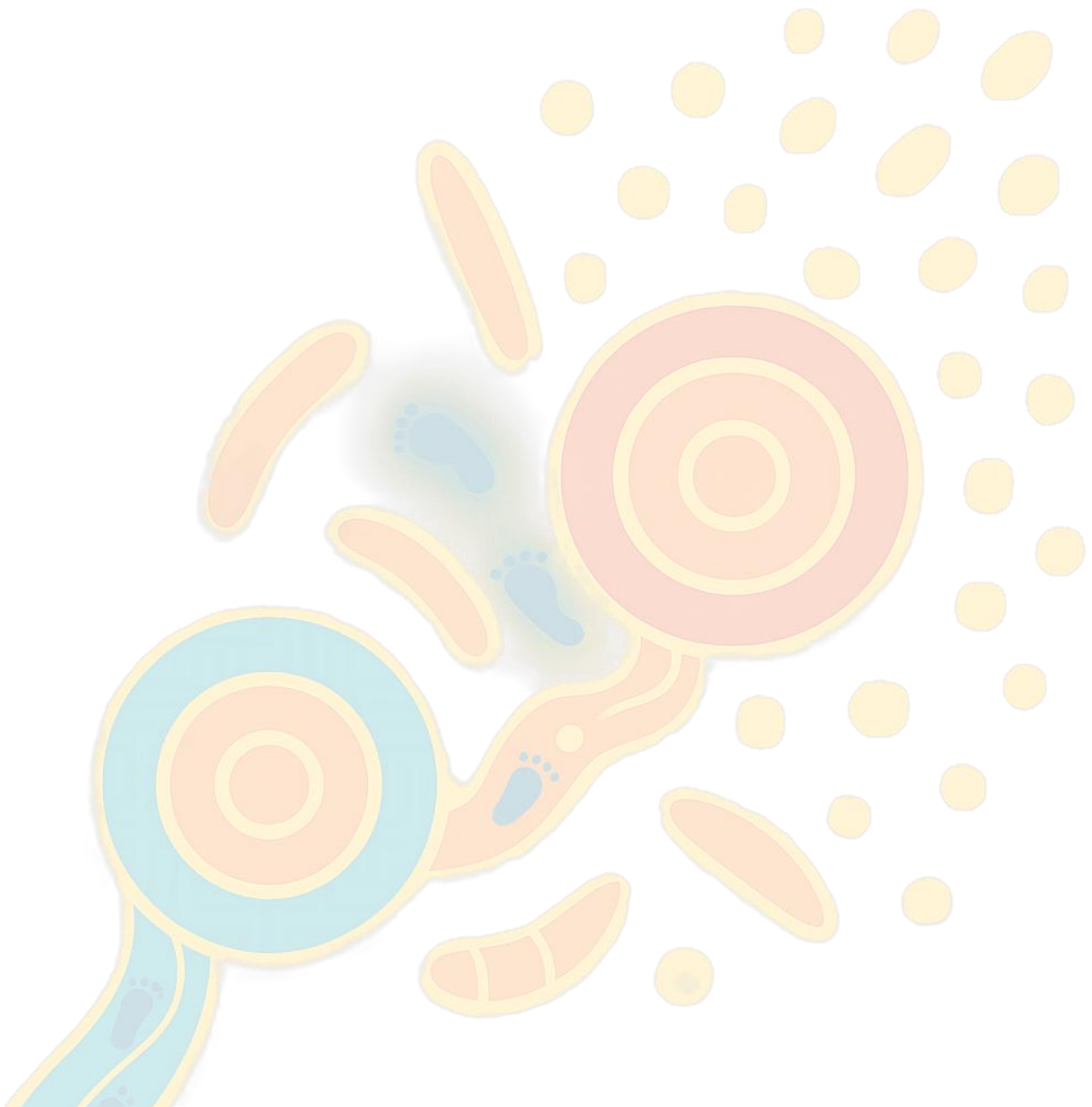
As one of the Territory's leading providers of housing services to Aboriginal and Torres Strait Islander people, we are committed to working with local communities, our Aboriginal Community Controlled and not-for-profit counterparts, and the Territory and Federal Government's to increase access to quality affordable housing and helping to Close the Gap in outcomes between Aboriginal and non-Aboriginal Australians.

We recognise the critical role safe, secure and stable housing plays in creating a solid foundation for the lives of Aboriginal people and families. But we know that for some households' access to housing alone is not enough to enable Aboriginal people and families to thrive. We are therefore committed to ensuring that in providing our housing and accommodation services we take a wider view and seek to support our clients and families to access complementary services, skills, knowledge and capacities required to empower themselves, increase their life choices and facilitate improvements in their overall wellbeing.

We understand that for our clients, connection to culture, community and country is vital for them to take advantage of the opportunities stable housing can afford them. As such, for us,

connection to culture and community is central to the delivery of our services and is used to inform our priorities, our programs and the ways we work with our clients and partners.

Addressing the scale of the Territory's housing challenges will require sustained and concerted efforts over time. We are committed to taking a lead role in increasing awareness and understanding of the housing issues and barriers faced by our community and for developing, advocating for and implementing solutions that improve the wellbeing of our people.





## *Our Board*



**Regina Bennett**  
Chairperson



**Yvette Carolin**  
Vice Chairperson



**Tracy Peris**  
Treasurer



**Dennis Bree**  
Independent/SpecialisNon-  
Member Director



# VISION AND PURPOSE



# VISION

Thriving and empowered  
Aboriginal and Torres Strait  
Islander people and  
communities.

We aim for the time when all  
Aboriginal and Torres Strait  
Islander people and the  
communities in which they live  
are healthy, happy and thriving  
They are fully self-determining  
with access to a full range  
of housing and lifestyle  
choices and opportunities  
and have the confidence,  
skills and capability to  
make the most of these  
opportunities.



# VISION PURPOSE



# MISSION

To be leaders in the delivery of housing, accommodation and services that enhance the wellbeing of Aboriginal and Torres Strait Islander people, families and communities.

# VALUES

We are dedicated to engaging with clients communities, partners and each other through a set of core values that guide our services, relationships, and work:

- Heart & Passion
- Culture & Community
- Openness & Excellence
- Empowerment & Support

# WHO WE ARE

- An Aboriginal and Torres Strait Islander Corporation registered with ORIC under the CATSI Act
- A nationally registered Community Housing Provider

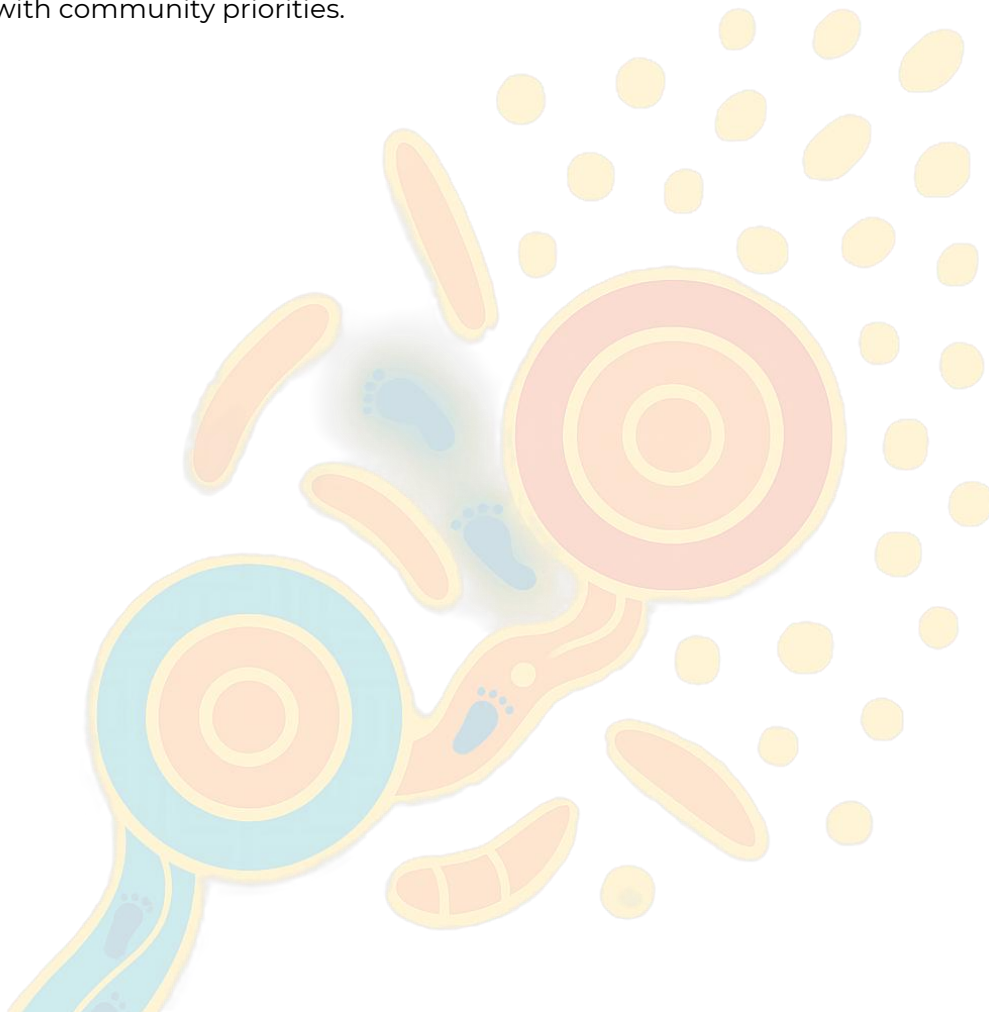


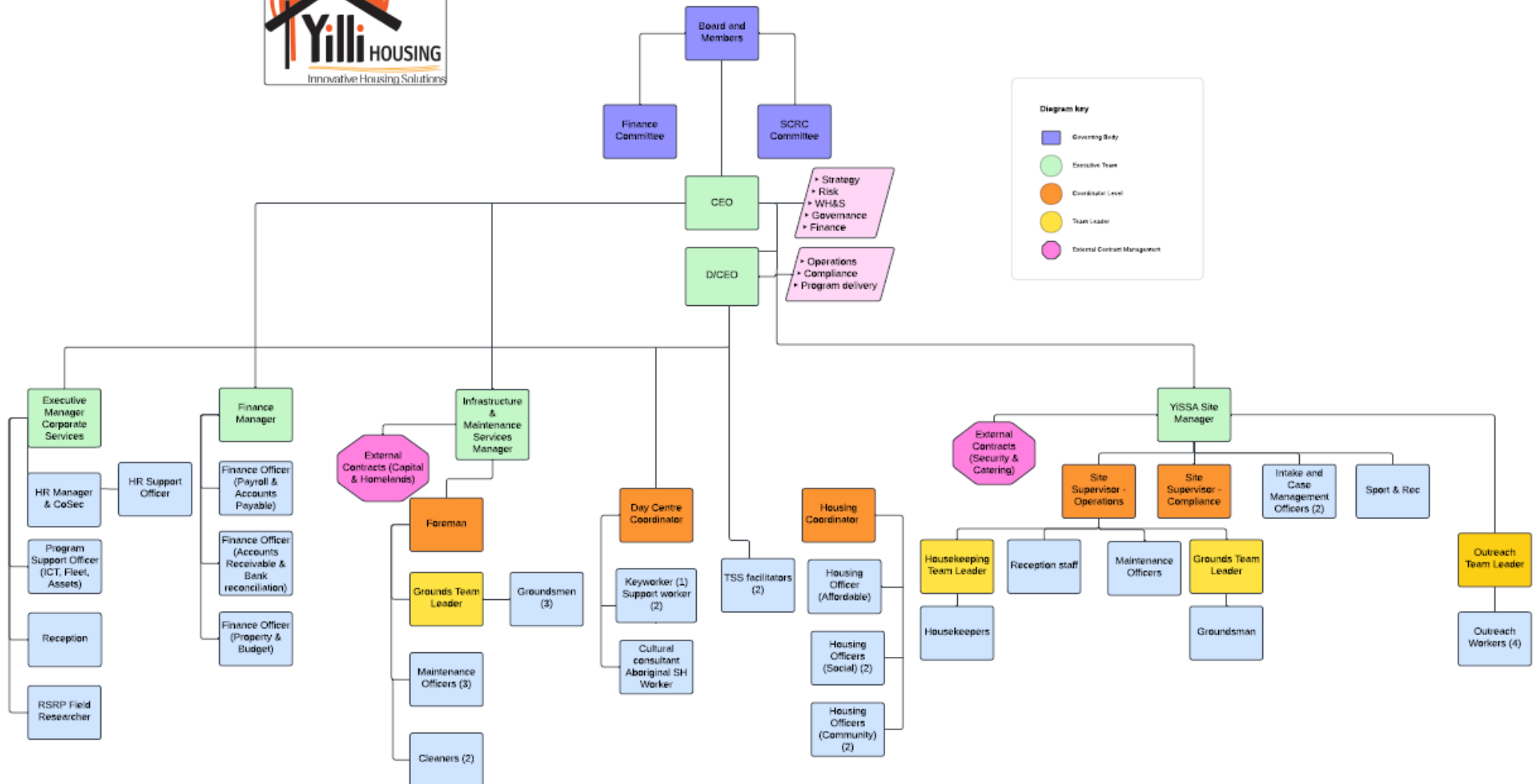
### About the Role

The Chief Executive Officer is responsible for the overall leadership, strategic direction, governance integrity, and long-term sustainability of Yilli Housing across its housing, community services, infrastructure, and site-based operations.

Working in close partnership with the Board of Directors, the CEO leads the implementation of Board-endorsed strategies, ensures strong financial, risk, and compliance governance, and maintains accountability to Aboriginal communities, tenants, service users, funders, regulators, and stakeholders.

The CEO sets the organisational culture and performance expectations, ensures effective executive and senior leadership, and represents Yilli Housing as a trusted Aboriginal community-controlled organisation delivering both housing and community services. While day-to-day operations are delegated to senior managers, the CEO retains ultimate accountability for outcomes across all service delivery, corporate, financial, governance, and workforce functions, ensuring services are culturally safe, compliant, sustainable, and aligned with community priorities.





## About You

The successful candidate will demonstrate:

- Senior executive leadership experience within housing, community services or a related human services environment
- Strong experience working with Aboriginal and Torres Strait Islander organisations and community-controlled contexts
- Proven ability to work effectively with a Board, providing high quality strategic advice and reporting
- Well-developed financial, funding and risk governance capability within regulated environments
- High level communication and stakeholder engagement skills across diverse audiences
- Personal integrity, sound judgement and culturally respectful leadership aligned with Aboriginal values

## Rewards and Benefits

- Base Salary \$180,000 – 210,000 (negotiable)
- Plus Superannuation 12%
- 5 weeks annual leave
- Motor vehicle
- Salary packaging available (PBI status)

*Aboriginal and Torres Strait Islander people are strongly encouraged to apply.*

## Annual Reports & Financials

Review the Yilli Housing Annual Report and accompanying publications to gain deeper insight into the organisation's performance, strategic priorities, and impact across the Greater Darwin region. These documents highlight Yilli Housing's achievements, governance strength, and future direction. They provide valuable context for understanding the opportunities and responsibilities associated with the CEO role.

Contact The BelRose Group for a copy of the most recent financial statements.



## Recruitment Process

### Enquiries

Prospective applicants are encouraged to please contact Belinda Beltz, Managing Director of The BelRose Group, at **0409 002 654** or Brie Christodoulou, Recruitment Lead of The BelRose Group, at **0405 123 145**.

### Your Application

Applications for this position should include the following:

- **Resume**  
A detailed resume outlining your employment history, educational qualifications, relevant experience, and contact detail (including referee details).
- **Cover Letter**  
Your cover letter serves as your first opportunity to highlight your interest in the role and how your background aligns with this role, the organisation's goals and priorities.
- **Response to the Selection Criteria**  
Applications must include all required documents to be considered

All applications should be submitted via The BelRose Group website:  
<https://belrosegroup.com.au/jobs-list/> by **5pm Sunday 15<sup>th</sup> February 2026**.

## Selection Process

### Advertising and Search

You may be contacted for further discussion regarding your application during the advertising and search phase, which will take place up until the closing date of applications.

### Application Review and shortlisting

In collaboration with our client, following the close of applications, The BelRose Group will finalise and review all applications and agree on a shortlist based on applications and screening.

### Screening Candidates

Screening may involve initial interviews with a The BelRose Group consultant to clarify various details and compile a more comprehensive profile of your application.

Selection for interview will be based on how well you have provided comparative information compared to other applicants and what skills and experience you can bring to the role. You will be contacted in advance to arrange a suitable time to attend.

If you are not selected for a screening interview, you will be notified by email.

## Selection Panel and Interview

Subject to the screening process referred to above, applicants will be ranked by merit and a shortlist developed for our client to determine candidates which will be progressed to the Selection Panel Interviews.

The proposed interviews will take place in February at which time:

- Information about the panel will be provided.
- Interviews will be preferably conducted in person in Darwin
- Where applicants are not based in Darwin, interviews may be supported via Microsoft Teams
- Interviews will be approximately one hour in duration.

## Final Assessment Stage

If you progress beyond interview, you will be invited to complete a final assessment stage, which includes a panel presentation and psychometric assessment.

The presentation will involve presenting to the interview panel, on a topic relevant to the Chief Executive Officer role. A brief outlining the topic and expectations will be provided in advance. The presentation session will run for approximately one hour, including discussion.

As part of the final stage, you will also be asked to complete a DiSC Advanced profile assessment. This involves receiving a secure link to complete an online assessment. The assessment supports understanding of communication and leadership style, decision-making approach, and alignment with the role, and is considered alongside interviews, referee feedback, and experience.

## Additional information

- Progression through each stage is dependent on meeting the requirements of the previous stage
- All information provided will be treated confidentially
- It is anticipated that the recruitment process will take a maximum of approximately eight weeks from the closing date of application
- The organisation reserves the right to vary the recruitment process where required.

**Important Note:** Please do not contact the Selection Panel or client directly. All questions and applications must be submitted through **The BelRose Group** to ensure consistency and confidentiality in the process.

## Reference Checks

At the appropriate time, information may be sought from shortlisted candidates nominated referees. Your permission will be sought prior to any contact being made. Confidentiality is assured. Minimum of 2 referees from recent roles. Referees must have been a direct line manager and must have overseen you working in a senior executive role.

### Background Checks

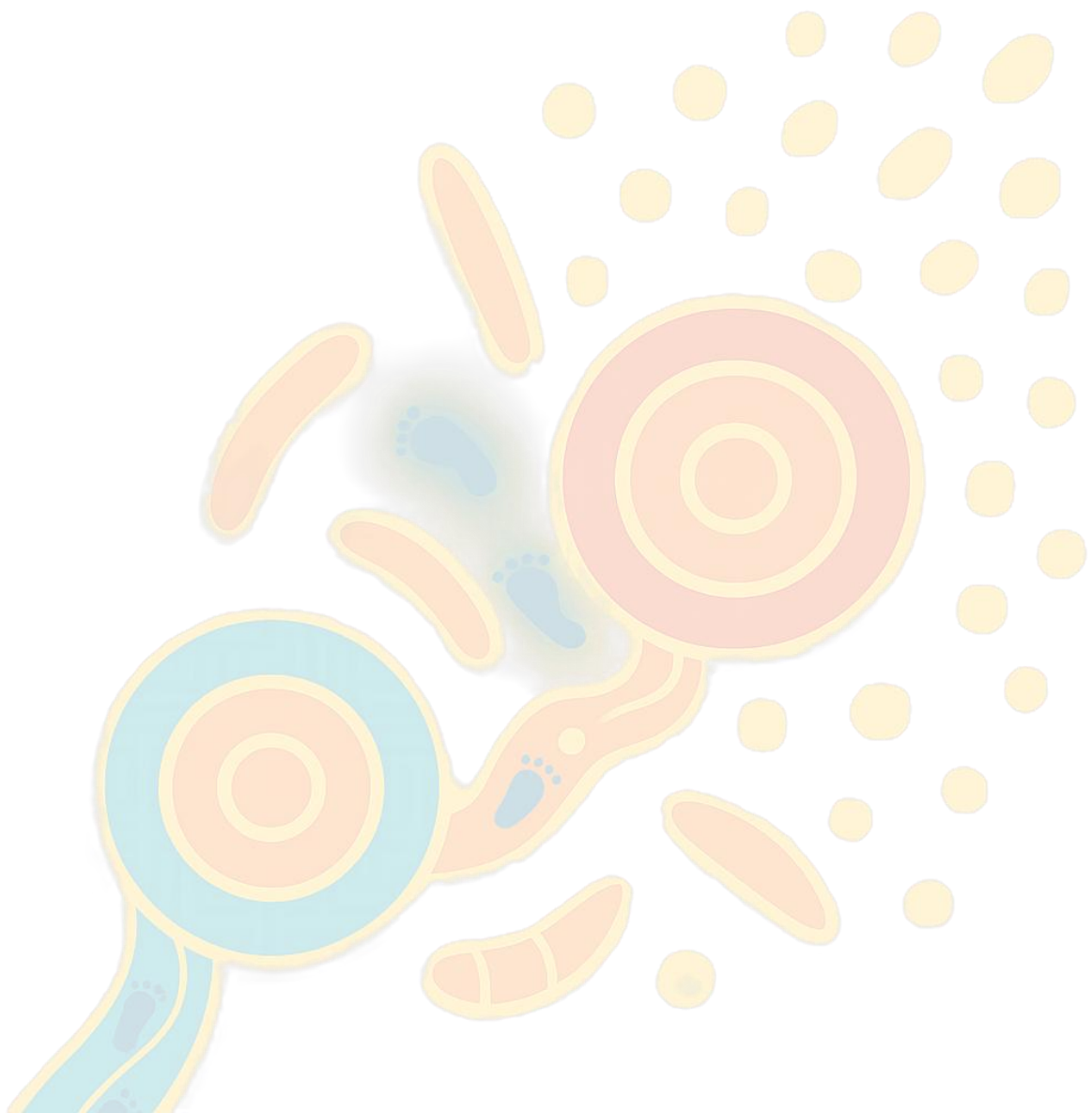
Please be advised that the preferred candidate may be required to undergo background checks which will include a National Police Check.

### Application Timeframe

Applications open on **Friday 23<sup>rd</sup> January 2026**.

If you require any assistance during the application process, please contact Brie, Recruitment Lead of **The BelRose Group** on [Brie@belrosegroup.com.au](mailto:Brie@belrosegroup.com.au) or **0405 123 145**.

All applications should be submitted via The BelRose Group website:  
<https://belrosegroup.com.au/jobs-list/> by **5pm Sunday 15<sup>th</sup> February 2026**.





# ANNEXURE A – Position Description

## Chief Executive Officer

### EMPLOYEE JOB DESCRIPTION

#### CHIEF EXECUTIVE OFFICER

23 Callanan Road, Yarrowonga NT 0830  
 Po Box 347 PALMERSTON, NT 0831  
 Ph: 0889350100 | Fax: 0889350181  
 Email: info@yillihousing.com.au  
 Web: yillihousing.com.au



This form should contain a list of the duties and responsibilities associated with the role of an employee. It can be updated to reflect the needs of the organisation, provided that all parties (the employee, his/ her supervisor, and the CEO) agree and sign the new form.

JOB DESCRIPTION			
Job Title	Chief Executive Officer	Job Type	FULL TIME
Reports to	Board	Direct Reports	Deputy CEO Finance Manager Infrastructure & Maintenance Services Manager Yissa Site Manager
Industrial Instrument	SCHADS Award	Remuneration	Base Salary: \$180,000 - \$210,000
Award Class.	Above Award		Total Package includes vehicle and Superannuation Guarantee.  Negotiated based on skills and experience

OUR VISION
<p>Thriving and empowered Aboriginal and Torres Strait Islander people and communities.</p> <p>We aim for the time when all Aboriginal and Torres Strait Islander people and the communities in which they live are healthy, happy and thriving. They are fully self-determining with access to a full range of housing and lifestyle choices and opportunities and have the confidence, skills and capability to make the most of these opportunities.</p>
OUR VALUES
<p>We pride ourselves on the way we engage with our clients, communities, partners and each other. Our ways of working, our services and engagement is underpinned by our values and behaviours:</p> <ul style="list-style-type: none"> <li>• Heart and Passion</li> <li>• Culture and Community</li> <li>• Openness and Excellence</li> <li>• Empowerment and Support</li> </ul>
POSITION OBJECTIVE AND RESPONSIBILITIES
<p>The Chief Executive Officer is responsible for the overall leadership, strategic direction, governance integrity, and long-term sustainability of Yilli Rreung Housing Aboriginal Corporation across its housing, community services, infrastructure, and site-based operations.</p> <p>Working in close partnership with the Board of Directors, the CEO leads the implementation of Board-endorsed strategies, ensures strong financial, risk, and compliance governance, and maintains accountability to Aboriginal communities, tenants, service users, funders, regulators, and stakeholders.</p> <p>The CEO sets the organisational culture and performance expectations, ensures effective executive and senior leadership, and represents Yilli as a trusted Aboriginal community-controlled organisation delivering both housing and community services. While day-to-day operations are delegated to senior managers, the CEO retains ultimate accountability for outcomes across all service delivery, corporate, financial, governance, and workforce functions, ensuring services are culturally safe, compliant, sustainable, and aligned with community priorities.</p>

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Area	Indicators
Strategic Leadership	<ul style="list-style-type: none"> <li>Provides focused, strategic leadership to drive the organisation's vision, mission, and values.</li> <li>Sets an organisational tone that fosters integrity, accountability, collaboration, and excellence.</li> <li>Leads the development, implementation, and review of the Strategic Plan in partnership with the Board.</li> <li>Ensures organisational priorities align with community needs, funding obligations, and long-term sustainability.</li> <li>Models high ethical standards and promotes a culture of innovation and continuous improvement.</li> <li>Mentors and empowers senior leaders, delegating day-to-day operational responsibilities while maintaining executive oversight.</li> <li>Leads the organisation through growth, change, and complexity with a long-term, systems-focused approach.</li> <li>Monitors internal and external risks, trends, and opportunities impacting Aboriginal housing and community services.</li> <li>Strengthens organisational resilience and performance through evidence-informed decision-making.</li> </ul>
People and Culture	<ul style="list-style-type: none"> <li>Provides executive leadership to build and sustain a capable senior leadership team across housing, community services, and corporate functions.</li> <li>Sets clear expectations for leadership performance, accountability, and behaviour, holding direct reports responsible for people management within their portfolios.</li> <li>Ensures the organisation's workforce strategy, capability development, and resourcing align with current and future service delivery needs.</li> <li>Ensures the organisational structure supports effective service delivery, clear accountability, and long-term sustainability, recommending changes to the Board where required.</li> <li>Fosters a positive, inclusive, and culturally safe organisational culture consistent with Aboriginal community-controlled values.</li> <li>Models ethical, respectful, and transparent leadership, setting the standard for behaviour across the organisation.</li> <li>Maintains executive oversight of workforce-related risks and emerging issues, addressing matters of significance at a strategic level.</li> <li>Promotes leadership development and succession planning to strengthen organisational resilience and continuity.</li> <li>Champions staff wellbeing and safety as a whole-of-organisation priority.</li> </ul>
Board and Governance Relations	<ul style="list-style-type: none"> <li>Builds and maintains a strong, professional, and respectful working relationship with the Board based on trust, transparency, and shared accountability.</li> <li>Supports the Board to meet its governance, fiduciary, and compliance responsibilities under the CATSI Act and other relevant legislation.</li> <li>Ensures the Board is well-informed through timely, accurate, and meaningful reporting on organisational performance, risks, and emerging issues.</li> <li>Provides high-quality strategic, policy, and operational advice to support informed Board decision-making.</li> <li>Leads the implementation of Board-endorsed strategies, policies, and resolutions, ensuring organisational accountability to Board direction.</li> <li>Facilitates effective Board planning processes, including strategic planning, performance monitoring, and risk oversight.</li> <li>Supports Board development and continuous improvement through access to relevant information, briefings, and sector insights.</li> <li>Maintains appropriate boundaries between governance and management, ensuring clarity</li> </ul>

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CEO JD | YILLI RREUNG HOUSING ABORIGINAL CORPORATION

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	of roles and responsibilities.
<b>Operational and Service Delivery Oversight</b>	<ul style="list-style-type: none"> <li>Provides executive assurance that housing, community services, infrastructure, and site-based operations are delivered in line with approved service models and organisational standards.</li> <li>Holds senior managers accountable for service performance, compliance, and risk within their portfolios.</li> <li>Ensures services operate within legislative, regulatory, contractual, and funding requirements.</li> <li>Maintains executive oversight of critical operational risks, incidents, and service failures, ensuring appropriate escalation and resolution.</li> <li>Ensures service delivery approaches remain culturally safe and responsive to community and tenant needs.</li> <li>Ensures operational reporting, controls, and assurance mechanisms provide confidence in service quality and compliance.</li> </ul>
<b>Stakeholder Engagement and Advocacy</b>	<ul style="list-style-type: none"> <li>Represents the organisation as a credible and respected Aboriginal community-controlled organisation across the housing and community services sectors.</li> <li>Builds and maintains strong, strategic relationships with Aboriginal communities, tenants, service users, government agencies, regulators, funders, and sector partners.</li> <li>Ensures community voice and priorities inform organisational planning, service delivery approaches, and advocacy positions.</li> <li>Advocates for improved policy, funding, and system responses that support Aboriginal housing outcomes and community wellbeing.</li> <li>Engages effectively with peak bodies, advisory forums, and sector networks to influence reform and share practice insights.</li> <li>Ensures external messaging and public representation are consistent with organisational values, strategic priorities, and cultural responsibilities.</li> <li>Supports partnerships that enhance service reach, sustainability, and outcomes for communities.</li> <li>Maintains visibility and presence in key forums, meetings, and events to strengthen relationships and organisational reputation.</li> </ul>
<b>Financial Sustainability, Funding and Risk</b>	<ul style="list-style-type: none"> <li>Provides executive leadership to ensure the organisation's long-term financial sustainability and viability.</li> <li>Leads the identification, negotiation, and securing of new funding opportunities aligned with organisational strategy and community priorities.</li> <li>Oversees the negotiation, renewal, and variation of major funding agreements, contracts, and service agreements.</li> <li>Ensures funding models, contract terms, and service delivery obligations are sustainable, realistic, and appropriately resourced.</li> <li>Maintains oversight of financial and funding-related risks, including contract compliance, underperformance, and funding concentration.</li> <li>Works with senior managers to ensure funding requirements are understood, managed, and acquitted appropriately.</li> <li>Supports diversification of revenue streams through partnerships, growth opportunities, and strategic investment.</li> <li>Ensures financial risk management frameworks support informed decision-making and organisational resilience.</li> </ul>
<b>Work Health and Safety (WHS) Leadership</b>	<ul style="list-style-type: none"> <li>Holds overall executive accountability for ensuring the organisation meets its obligations under relevant Work Health and Safety legislation and regulations.</li> <li>Provides visible leadership to promote a strong, proactive safety culture across housing, community services, infrastructure, and site-based operations.</li> <li>Ensures appropriate WHS governance frameworks, systems, and controls are in place and operating effectively.</li> </ul>



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	<ul style="list-style-type: none"> <li>▪ Maintains executive oversight of significant WHS risks, incidents, and trends, ensuring timely escalation, response, and corrective action.</li> <li>▪ Holds senior leaders accountable for embedding WHS responsibilities within their portfolios and service areas.</li> <li>▪ Ensures WHS considerations are integrated into organisational decision-making, planning, and risk management.</li> <li>▪ Promotes the health, safety, and wellbeing of staff, tenants, clients, and visitors as a core organisational priority.</li> </ul>
<b>Capabilities and Personal Attributes</b>	<ul style="list-style-type: none"> <li>▪ Demonstrates strong personal integrity, sound judgment, and ethical leadership consistent with Aboriginal community-controlled values.</li> <li>▪ Leads with confidence, humility, and resilience in complex, high-pressure, and politically sensitive environments.</li> <li>▪ Applies systems thinking to understand interdependencies across housing, community services, governance, funding, and workforce.</li> <li>▪ Demonstrates cultural capability, respect for Aboriginal governance, and an ability to work effectively with diverse communities.</li> <li>▪ Communicates clearly, respectfully, and persuasively with Boards, staff, communities, funders, and stakeholders.</li> <li>▪ Exercises balanced risk awareness, making informed decisions that support sustainability and innovation.</li> <li>▪ Adapts leadership approach to changing environments, emerging challenges, and organisational growth.</li> <li>▪ Builds trust through transparency, accountability, and consistency in decision-making and behaviour.</li> </ul>

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SELECTION CRITERIA								
ESSENTIAL								
<ol style="list-style-type: none"> <li>1. Relevant tertiary qualifications in management, governance, finance, housing, community services, public administration, or a related discipline, or equivalent senior executive experience in a complex Aboriginal community-controlled or human services organisation.</li> <li>2. Demonstrated experience working with Aboriginal and Torres Strait Islander organisations and communities, including a strong understanding of Aboriginal governance, cultural protocols, and community-controlled contexts.</li> <li>3. Proven senior executive leadership experience within housing, community services, or a related human services sector, leading complex operations and multidisciplinary teams.</li> <li>4. Demonstrated ability to work effectively with a Board of Directors, including providing high-quality strategic advice, performance reporting, and support for sound governance and decision-making.</li> <li>5. Strong strategic leadership capability, with experience leading organisational planning, change management, and performance improvement in complex and regulated environments.</li> <li>6. High-level financial and risk governance experience, including oversight of government funding, contracts, compliance, audits, and organisational sustainability.</li> <li>7. Demonstrated experience identifying, negotiating, securing, and renewing funding agreements and partnerships with government and other stakeholders.</li> <li>8. Highly developed communication, negotiation, and stakeholder engagement skills, including the ability to represent an organisation credibly with communities, funders, regulators, and sector partners.</li> <li>9. Demonstrated understanding of legislative and regulatory environments relevant to Aboriginal corporations, including responsibilities under the CATSI Act.</li> <li>10. Capacity to lead with integrity, cultural respect, accountability, and sound judgment in complex, high-pressure environments.</li> <li>11. Current NT Driver Licence, National Police Check, and OCHRE Card (or ability to obtain).</li> </ol>								
DESIRABLE								
<ol style="list-style-type: none"> <li>1. Identifies as an Aboriginal and/or Torres Strait Islander person.</li> <li>2. Demonstrated experience in the role of Chief Executive Officer.</li> <li>3. Demonstrated experience leading organisations through periods of change, growth, or reform within complex regulatory or funding environments.</li> </ol>								
EMPLOYEE ACKNOWLEDGEMENT & AGREEMENT	<input type="checkbox"/> I acknowledge and agree that I have read, understood, and accept the above position description as part of the terms and conditions of my employment with Yilli Rreung Housing Aboriginal Corporation. I further understand that the position description is designed to provide a general understanding of the role and may encompass additional responsibilities within my experience in order to meet the organisation's objectives. <table border="1"> <tr> <td>NAME:</td> <td>SIGNATURE:</td> <td>DATE:</td> </tr> </table>		NAME:	SIGNATURE:	DATE:			
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