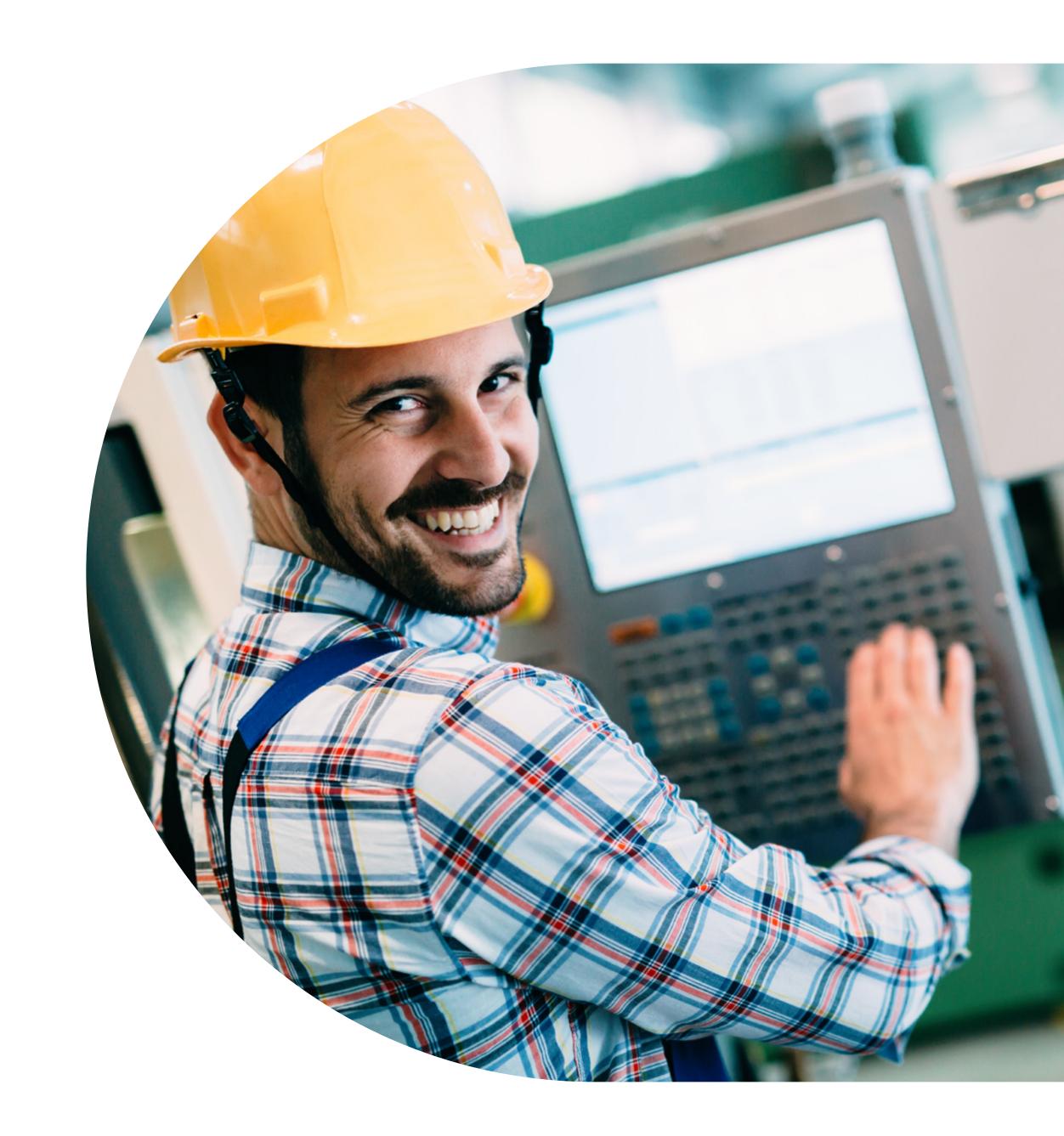


## Welcome to the team!

We are delighted you have chosen to join our team. From your first contract through your hundredth, this Playbook will help you navigate through your journey. Think of this as a quick reference guide to provide you helpful instructions, links, and important things to know on your travels with Prolink.

- First, let's look at Prolink's Vision, Purpose, and Mission, and what those mean to you.
- Next, we will talk about our Field of Vision, Prolink's Core Values, and talk about what they look like in action.
- After that, we'll cover other topics and resources valuable to you while on assignment with us.

Ready. Set. GO!





# Field of Vision

Vision • Purpose • Mission • Core Values

Brothers Tony and Mike Munafo founded Prolink in Cincinnati, Ohio with just three employees in 2011. Both Tony and Mike's passion and dream of having their own business was impressed on them at an early age through their now-passed father, whose mantra was, "Work hard, take risks, and live each day having no regrets." The brothers have instilled those values into our team, and it's what the company lives by and strives for each day.

## Vision

Prolink is the vehicle to get you where you want to go personally, professionally, and financially.

## Purpose

Our purpose is to bring your legacy to life.

## Mission

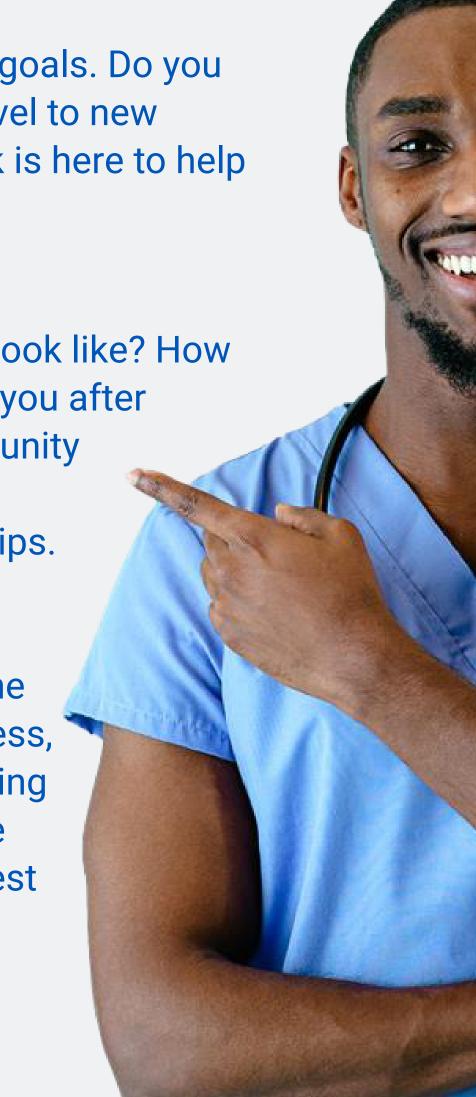
To connect work and workers in meaningful ways where everyone can reach their potential and thrive.

WHAT DOES THIS MEAN FOR YOU, OUR TALENT?

Our goal is to help you meet your goals. Do you want to own your own home? Travel to new places? Grow your career? Prolink is here to help you achieve your dreams!

What do you want your legacy to look like? How do you want people to remember you after your contract? This is your opportunity to leave your mark on your professional world and relationships.

We are here to provide you with the best support, set you up for success, and open doors for new and exciting opportunities. Our goal is to make your work experiences the very best they can be!



### Core Values

Our clients, our talent, and our team are our chosen family.

### **FAMILY FIRST**

Everything we do starts with the people we serve-our clients, our talent, our team. We consider them family because family is in our DNA.

#### **START SMART**

We are agile thinkers and strategic leaders. We understand that to serve our family, we must constantly evolve to make sure we move smart, fast and, most importantly, forward.

### **HERE WE GROW**

To do right by the family, we have to grow the family. That means we set aggressive goals and we hold each other accountable to them always.

## WHAT DOES THIS MEAN FOR YOU, OUR TALENT?

As family we listen to you and your needs, to make sure we're doing everything we can to provide you a world-class experience.
Welcome to the Prolink family!

We want to set you up for success. So, we are constantly on the lookout for ways to improve to provide you with the best. We want every day to be better than the day before!

In setting new and enhanced goals, we provide you the best contracts possible and always striving for continued improvement. We're always learning and growing!



### Core Values

Our clients, our talent, and our team are our chosen family.

### **LINKED BY EMPATHY**

To grow with people, you have to get people. Deeply. That means feeling their pain and being vulnerable in return. We believe empathy is the foundation of meaningful relationships and we live it out every single day.

### **ENERGY POSITIVE**

Growth requires a lot of energy, literally. Fortunately, we are powerhouses, which means we constantly rise to the challenge of serving our clients, our talent and our team with passion.

#### **KEEP CALM & POWER ON**

This one is simple. With the above in place, we power on. And on. And on. And on.

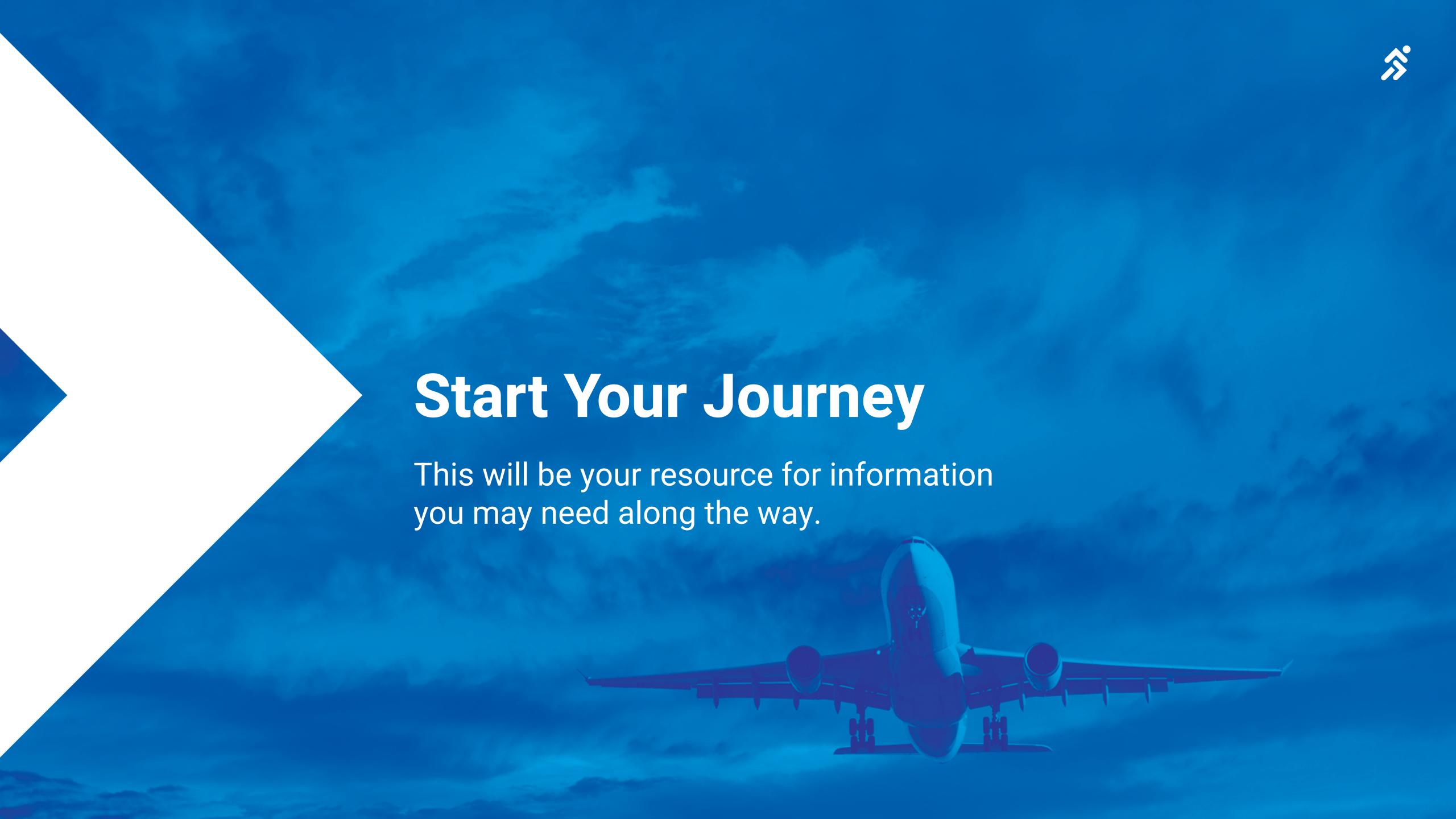
# WHAT DOES THIS MEAN FOR YOU, OUR TALENT?

We want to connect with you on a personal level and build meaningful relationships to offer you support. Share joys and celebrate together during the good time and partner together when things get hard. We're here for you!

We welcome your feedback on your experience from day one through the duration of your contracts with us. We strive to challenge ourselves on new and better ways to serve you. We would love to know how to improve your experience!

Regardless of the situation, know we're partners together and Prolink is here for you. We've got your back!





## Staying Connected

We want to make sure you feel supported along the way. You should never have to worry about your safety when it comes to work. We have a useful <u>Traveler Safety Guide</u> to help you prepare for travel on your assignment.

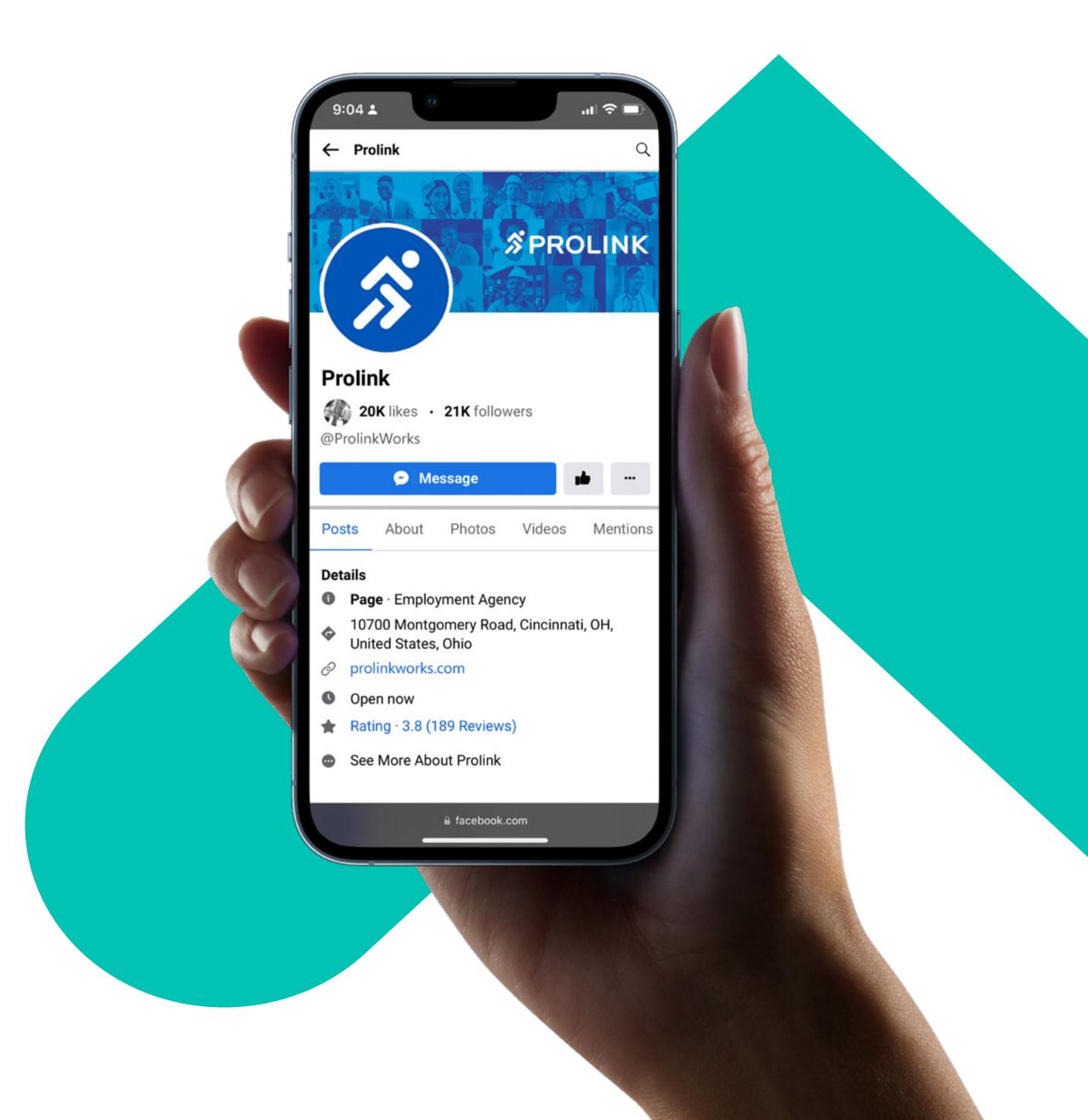
Be sure to connect with us on social media! We frequently post our newest and most exciting opportunities there, and we love to share interesting stories and tips. You'll also have the opportunity to interact with our other talent, and we invite you to share your experiences with our Prolink family!











## Points of Interest

There are several important stops to make as you begin your journey with us. These points of interest will provide valuable information and answer any questions you may have.

Visit the link below to find answers to all your compliance, benefits, payroll, and HR-related questions!

