



CALIFORNIA STATE UNIVERSITY, FULLERTON • 800 N. STATE COLLEGE BLVD. • P.O. BOX 6828 • FULLERTON, CA 92834-6828 • ASI.FULLERTON.EDU

Quinn Corralejo

December 09, 2019

Dear Quinn:

I am pleased to offer you the position of Marketing Coordinator in the Marketing and Design department effective December 10, 2019

For your reference, there is an attached job description, which outlines the specific duties for the position we are offering you. Also listed below are employee benefits and other specifics of your employment.

1. Your responsibilities will be those outlined in the enclosed job description and as outlined by the Associate Director of Marketing and Design.
2. Your annual rate of pay will be in the amount of \$53,000.00 and you are classified as an Exempt employee. As indicated on the application, your employment will be at-will, meaning you are free to leave Associated Students, CSUF, Inc. at any time, without cause and/or notice, and Associated Students, CSUF, Inc. likewise has the right to terminate your employment at any time, with or without cause or notice. Only the Executive Director has authority to enter into any agreement for employment.
3. All current benefits will remain the same. This includes your vacation accrual of 6.67 hours of vacation and 8 hours sick leave per month. Any health, dental, and vision insurance you have elected will remain the same.
4. Your employment may be subject to a reference check & pre-employment screening.
5. Your CalPERS retirement appointment will remain unchanged at Tier 3. If you have any further questions, please contact CalPERS directly.
6. Although your initial assignment is in the Marketing and Design department you may be transferred to another department, as business needs shall dictate.
7. Following our receipt of your acceptance, this position shall commence on December 10, 2019.

If you agree with and accept the terms of this employment, please sign below and return this letter to our office. We are hopeful that our business relationship will be successful and we look forward to having you work with us.

Sincerely,

Accepted by:

A handwritten signature in blue ink, appearing to be 'Quinn Corralejo', is written over a horizontal line.

Date:

12/10/19

Keya Allen
Executive Director

CC: Sharon Johnson, Director Human Resources