



**ASSOCIATED
STUDENTS**

October 15, 2002

Christopher E. Staley
[REDACTED]

Dear Christopher:

I am pleased to offer you the position of Building Systems Specialist, effective October 16, 2002. Regular Employee Status in this position is attained after the successful completion of an approved Refrigeration Certification within the next year.

For your reference, I have attached a 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.

EMPLOYEE STATUS: Regular/Full-time

SALARY: \$3451 per month Step 1
Paid Semi-Monthly

WORK WEEK GROUP: Non-Exempt

SALARY INCREASE Advancement to the second step is based upon your completion of the approved refrigeration certification program and a favorable first year evaluation. After the first year requirements and upon completion of favorable annual evaluations, you are eligible for annual merit increases to the maximum of the range.

ANNIVERSARY DATE: October 16 for this position. Original Hire date is May 14, 2001

EVALUATIONS: Evaluation will be performed at 3 months during your introductory period and annually thereafter on your anniversary date. However, an evaluation may be conducted at any time during your employment.

BENEFITS: Remain the same

Human Resources, TSU 227

Associated Students, California State University, Fullerton, Inc.

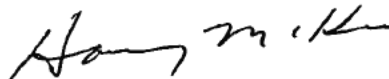
800 N. State College Blvd., P.O. Box 6828, Fullerton, CA 92834-6828 (714) 278-7068 Fax (714) 278-7099

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So that we may complete our records, please sign the attached letter confirming your acceptance.

I know that the interviewing committee spent a considerable amount of time interviewing candidates and I feel especially confident that your abilities, work, background and general experience make you an excellent selection for our position. I look forward with enthusiasm to having you on our staff.

Sincerely yours,



Harvey McKee
Executive Director

Attachment: Job Description

cc: Kurt Borsting, Director Titan Student Union
Laura Brown, Director Human Resources
Clancey Dreany, Building Engineer

Staley/tr/preshd/recruit
10/02



10-15-02.