



**CHEMTRADE**

# Agency/Recruiter Disclaimer

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**Chemtrade has an internal Human Resources and Talent Acquisition department.** Generally, Chemtrade does not use the assistance of placement services or professional recruiters (collectively referred to as “Recruiters”). Accordingly, such Recruiters are hereby specifically instructed not to contact any Chemtrade employee in an attempt to present resumes or to discuss a candidate. To be clear, Chemtrade will not consider unsolicited resumes or candidates from Recruiters. Chemtrade will not pay a fee for any placement that might result from an unsolicited resume or contact.

Prior to presenting candidates to Chemtrade, Recruiters must have a valid, fully-executed contract for service, written approval from Chemtrade’s Human Resources and Talent Acquisition department, and the Recruiter must be responding to a specific job opening. Again, Chemtrade will not pay a fee to any Recruiter that does not have a valid contract with Chemtrade.