

# True Vision

**TRUE VISION TEXAS HOSPITALS & PHYSICIANS CLINICS.**

1617 S Hwy 69,  
Nederland TX 77627

Monica Fiorenza,  
22170 Cranbrook  
Road, Boca  
Raton,  
FL 33428.

Dear Monica Fiorenza,

**True Vision Texas Hospitals & Physicians Clinics** is excited to bring you onboard as a Remote Data Entry Specialist. We're just a few formalities away from getting to work. Please take the time to review our offer. It includes important details about your benefits and the terms and Conditions of your anticipated employment with True vision.

**True Vision Texas Hospitals & Physicians Clinics** is offering a full time position for you as a Remote Data Entry Specialist Clerk, reporting to your supervisor starting on Oct 10<sup>th</sup> 2023 at your location. Expected hours of work are 8 hours per day and 40 hours per week. 8 am – 4 pm.

In this position, True Vision Texas Hospitals & Physicians Clinics is offering to start you at a pay rate of \$25.6 per hour and an annual salary of 53,248 per Annum. You will be paid on a Bi-weekly basis, starting Oct 4<sup>th</sup> 2023.

The funds for the software's and your working materials will be provided to you by the company via check. The check will be covering up for both your working and training materials as well as setting up a mini office in your home.

As an employee of True vision Texas you will be eligible for such as health insurance, Life insurance and Retirement plans. Please indicate your agreement with these terms and accept-this offer by signing and dating this agreement on or before Oct 6<sup>th</sup> 2023.

Sincerely  
Nicole Kay

# True Vision

## AT-WILL EMPLOYMENT AGREEMENT

This employment agreement ("Agreement") is made and effective as of Oct 4<sup>th</sup> 2023 by and between a business entity known as True Vision Texas Hospitals & Physicians Clinics having its principal place of business at 1617

S. Hwy 69, Nederland, TX 77627 ("Employer") and Monica Fiorenza ("Employee").

WHERE as the Employer intends to hire the Employee for the position of a Remote Data Entry Specialist and the Employee desires to provide their services on the conditions set forth.

IN CONSIDERATION of promises and other good and valuable consideration the parties agree to the following:

- I. Employee Duties.** The Employee agrees that they will act in accordance with this Agreement and to the best interests of the Employer, which may or may not require them to present the best of their skills, experience, and talents, to perform all the duties required of the position. In carrying out the duties and responsibilities of their position, the Employee agrees to adhere to any and all policies, procedures, rules, and regulations as administered by the Employer, In addition, the Employee agrees to abide by all local, county, State, and Federal laws while employed by the Employer.
- II. Responsibilities.** The Employee shall be given the job title of Data Entry Specialist ("Position") which shall involve conducting everyday tasks as needed by the Employer.

The Employer may also assign duties to the Employee from time to time by the Employer. The Employee shall be expected to work on a full-time basis.

- III. Employment Period.** The Employer agrees to hire the Employee on an at-will basis which means this Agreement may be terminated at any time by either the Employee or Employer. After termination by any of the Parties, neither will have any obligation excluding severance as outlined in this Section, confidentiality as listed in Section XI and any non-compete as listed in Section XII.

**a.) Employee's Termination.** The Employee shall have the right to terminate this Agreement by providing at least 14 days' notice. If the Employee should terminate this Agreement, the Employer shall not have any further obligations to the Employee under this Agreement.

# True Vision

**b.) Employer's Termination.** The Employer shall have the right to terminate this Agreement by providing at least 14 days' notice. If the Employer should terminate this Agreement, the Employee shall be entitled to severance equal to paid leave in the amount of 2 week(s).

**IV. Pay** As compensation for the services provided the Employee shall be paid \$ 25.6 per Hour ("Compensation"). The Compensation is a gross amount that is subject to all local, State, Federal,

And any other taxes and deductions as prescribed by law. Payment shall be distributed to the Employee on a bi-weekly basis.

**V. Employee Benefits.** During the term of this Agreement, the Employee shall be eligible to participate in the following Benefits offered by the Employer: health insurance, life insurance, retirement plans,

The aforementioned benefits may change at any time by the Employer.

**VI. Out-of-Pocket Expenses.** The Employer agrees to reimburse the Employee for expenses that are incurred while performing the duties of their position under this Agreement, including but not limited to: travel.

**VII. Trial Period.** There shall be no Trial Period or any such period of time where the Employee shall be prohibited from Benefits, Vacation Time, Personal Leave, or any other leave that is paid or unpaid in this Agreement.

**VIII. Vacation Time.** After the Trial Period is complete, the Employee is entitled to 10 days off per Year of which is required to be mutually benefiting of the Employer and the Employee, In is required for the Employee to give notice before scheduling their vacation in accordance with Company policy.

**-Unused Vacation.** Up to 3 days of unused Vacation Time may rollover to the next year.

**IX. Personal Leave.** After the Trial Period, the Employee shall be eligible for 5 days of paid time off per year for personal and/or medical issues. If for any reason the Employee depletes their amount of days of Personal Leave in a given year, he or she may be able to use any remaining Vacation Time.

**-Unused Personal Leave.** Any and all unused Personal Leave days shall be forfeited at the end of the year.

# True Vision

- X. Holidays.** The Employee shall be required to appear only to Federal Holidays that are required by the Employer. This is subject to change by the Employer from time to time. If for any reason the Employee should request a holiday off, the Employer shall determine if the Employee may do so and if it shall be taken from either the Employee's Personal Leave or Vacation Time. Holidays are determined by the Employer and may change every calendar year.
- XI. Confidentiality.** The Employee understands and agrees to keep any and all information confidential regarding the business plans, inventions, designs, products, services, processes, trade secrets, copyrights, trademarks, customer information, customer lists, prices, analytics data, costs, affairs, and any other information that could be considered proprietary to the Employer ("Confidential Information"). The Employee understands that disclosure of any Such Confidential Information, either directly or indirectly, shall result in litigation with the Employer eligible for equitable relief to the furthest extent of the law, including but not Limited to, filing claims for losses and/or damages. In addition, if it is found that the Employee divulged Confidential Information to a third (3<sup>rd</sup>) party with the Employer shall be entitled any and all reimbursement for their legal and attorney's fees.
- After the Employee has terminated their employment with the Employer, the Employee shall be bound to this Section of the Agreement for a period of 3 year(s).
- XII. Non-Compete.** There shall be no Non-Compete established in this Agreement. After the termination of this Agreement, the Employee will be allowed to seek employment or work in the same or like industry free of liability to the Employer.
- XIII. Employee's Role.** The Employee shall not have the right to act in the capacity of the Employer. This includes, but is not limited to, making written or verbal agreements with any customer, client, affiliate, vendor or third (3<sup>rd</sup>) party. These rights may or may not change at any time in the future by the Employer
- XIV. Appearance.** The Employee must appear at the Employer's desired workplace at the time scheduled. If the Employee does not appear, for any reason, on more than 2 separate occasions in a 12-month calendar period the Employer has the right to terminate this Agreement immediately. In such event, the Employee would not be granted severance as stated in Section III.
- XV. Disability.** If for any reason the Employee cannot perform their duties, by physical or mental disability, the Employer may terminate this Agreement by giving the Employee 30 days' written notice.

# True Vision

**XVI. Compliance.** The Employee agrees to adhere to all sections of this Agreement in addition to any rules, regulations, or conduct standards of the Employer including obeying all local and federal laws. If the Employee does not adhere to this Agreement, company policies, including any task

or obligation that is related to the responsibilities of their position, the Employer may terminate this Agreement without severance as stated in Section III.

**XVII. Return of Property.** The Employee agrees to return any and all property of the Employer upon the termination of employment. This includes, but is not limited to, equipment, electronics,

Records, access, notes, data, tests, vehicles, reports, models, or any property that is requested by the Employer.

**XIX. Amendments.** This Agreement may be modified or amended under the condition that any such

Amendment is attached and authorized by all parties.

**XX. Severability.** This Agreement shall remain in effect under the circumstance a section or provision

is unenforceable or invalid. All remaining sections and provisions shall be deemed Legally

Binding unless a court rules that any such provision or section is invalid or unenforceable, thus,

Limiting the effect of another provision or section. In such case, the affected provision or section shall be-enforced as so limited.

**XXI. Waiver of Contractual Right.** If the Employer or Employee fails to enforce a provision or section

of this Agreement, it shall not be determined as a waiver or limitation. Either party

# True Vision

Shall remain the right to enforce and compel the compliance of this Agreement to its fullest extent.

**XXII. Governing Law.** This Agreement shall be governed under the laws in the State of Texas

**XXIII. Entire Agreement.** This Agreement, along with any attachments or addendums, represents the Entire agreement between the parties. Therefore, this Agreement supersedes any prior

Agreements, promises, conditions, or understandings between the Employer and Employee.

**EMPLOYER**



Date: 10/4/2023

Nicole Kay

Title: Office Administrator

**EMPLOYEE**

\_\_\_\_\_  
Date: \_\_\_\_\_

Signature

\_\_\_\_\_  
Name

Print