

# **ORDER SELECTOR**

## FREQUENTLY ASKED QUESTIONS

#### Who is Epivex?

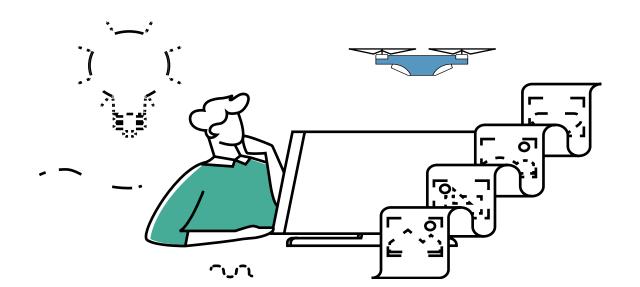
Epivex is a global logistics company that offers an e-commerce fulfillment order platform.

## Where is Epivex located?

Epivex HQ is based out of 3255 Wilshire Blvd Ste 1520, Los Angeles, CA 90010.

On average, how many assignments or packages do I have to process every week? Probationary employees usually process around 5 to 30 packages a week, while permanent employees process around 50 packages.





#### Do I have to relocate if I were to accept this job offer?

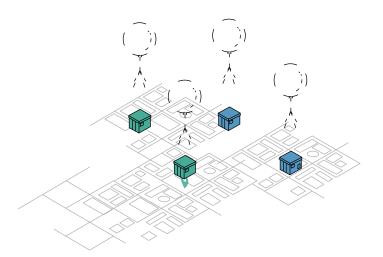
No, you are not expected to relocate for this position. This position is a remote, work-from-home incumbent.

#### Do you hire part-time staff?

Unfortunately, we do not hire part-timers. Almost all of our employees find our full-time positions flexible and very easy to work into their existing schedules. We can offer job perks and benefits that'd be cost prohibitive to offer to part-time employees.

### Are there any out-of-pocket expenses that I should be aware of for this job?

Yes, you can expect to incur small expenses in the form of travel expenses, printer supplies, and packing materials. However, these are all reimbursable expenses as long as you submit receipts and request reimbursement using an appropriate form.





# What sort of benefits does Epivex offer?

Benefits are available to permanent employees after successfully completing the probationary period. Benefits include a retirement plan (401K) with company matching, medical and dental plans, a generous paid time off policy, and more.

Coverage, premiums, and options for medical, dental, and vision plans vary from state to state. Permanent employees become eligible for health benefits from the 2nd month of their employment.

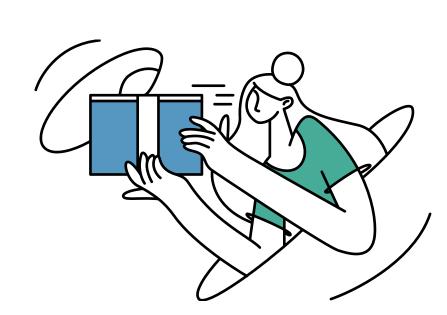
Permanent employees may also participate in the company's 401k plan 90 days after their start date.

# How do you train new employees if they are working remotely?

That's a great question! All new employees will be assigned a curator upon hire. Curators are the point of contact for all job-related things for the entire tenure of this employment. New employees will receive everything from training to job assignments and anything in between from their curators. For the initial 30 days, your curator will provide constant guidance, training, and feedback to ensure your success.

Your curator will help you understand expectations, help manage schedules to efficiently handle your assignments, and provide guidance in all aspects of your job. They will evaluate your performance and adherence to company protocols, and that feedback will be taken into consideration to determine your suitability for a permanent position at Epivex.





# What are the contents of the packages I receive?

The contents of these packages are retail items sold and shipped by retailers and online businesses. All packages adhere to shipping guidelines, restrictions, laws, and regulations set forth by local, state, and federal governments.

Here are some of the most common items that the packages typically contain:

Apparel and clothing items
Health and beauty products
Electronics and small appliances
Computers and related goods
Home and garden items

Your packages will be mixed, and you can expect a wide variety of items.