## Accessibility, Affirmative Action, & Equal Opportunity at TCI

## Accessibility at TCI

Tele-Consultants, Inc. will not discriminate against any qualified applicant or employee with regard to any terms or conditions of employment because of such individual's disability or perceived disability so long as the applicant or employee can perform the essential functions of the job.

Consistent with this policy of non-discrimination, the Company will provide reasonable accommodations to a qualified individual with a disability, as defined by the ADA, who has made the Company aware of his or her disability provided that such accommodation does not constitute an undue hardship on the Company.

Applicants and employees who believe they need a reasonable accommodation to apply for or perform the essential functions of the job should contact Paula Griffin at 678-893-7885 or via email at <a href="https://hreater.com">hr@teleinc.com</a>. TCI encourages individuals with disabilities to come forward and request reasonable accommodation.

## Website Accessibility

TCI strives to maintain a website that is accessible to individuals using assistive technology because of a disability. Our site can be navigated using the tab key on your keyboard. On some pages the tab order has been adjusted so that important accessibility information is reached first.

If you, or someone you know, has difficulty accessing the information on our website, please contact our Web Master, Heather Phillips, hphillips@teleinc.com.

## Affirmative Action at TCL

TCI supports Affirmative Action to promote opportunities for individuals in certain protected classes. All applicants (who have received a job offer) and employees who believe themselves to be members of a protected group and who wish to identify themselves as such for the purpose of Affirmative Action consideration are invited to do so.