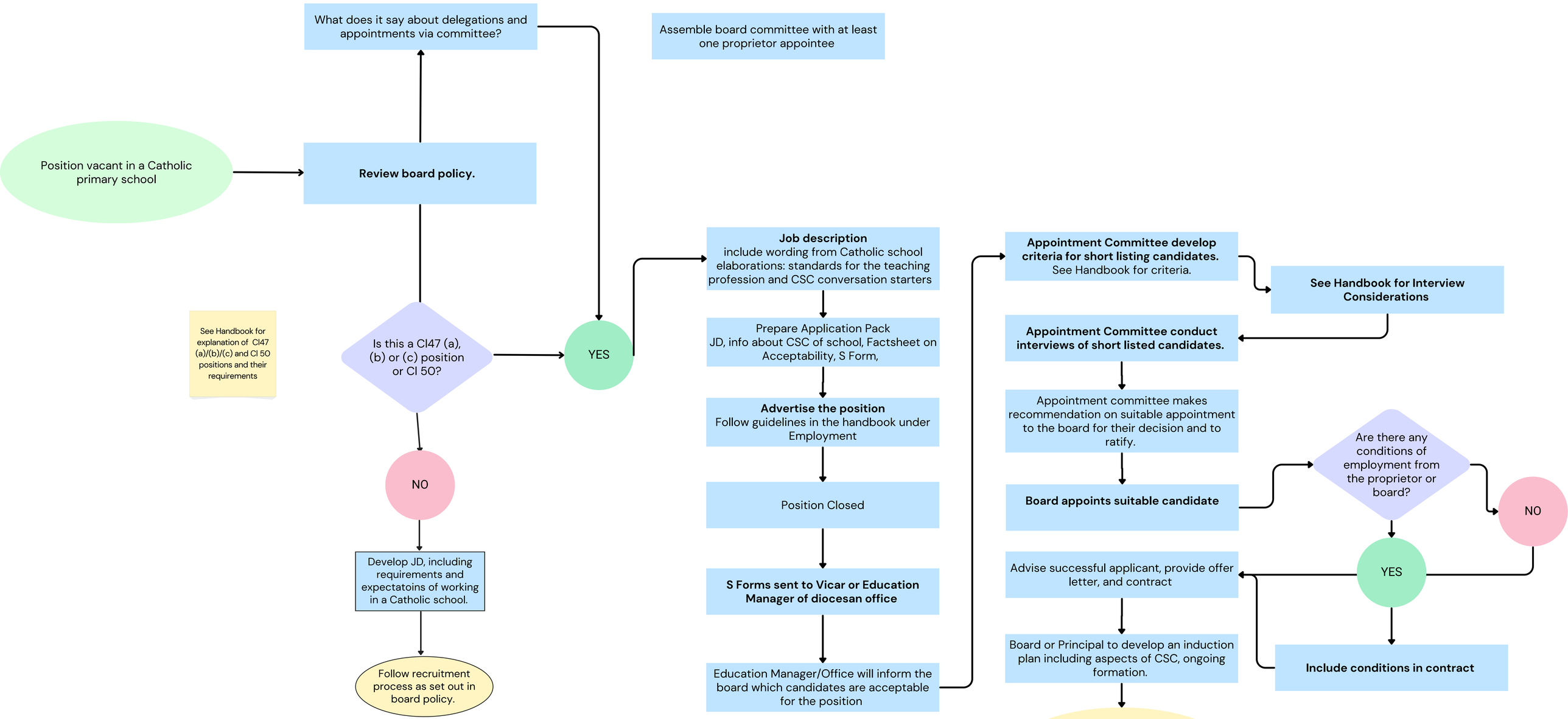Employment Process