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## **Chase Technology Consultant's Contract Staffing Service Overview:**

- In a volatile economy it's vital to give your business and team the staffing flexibility it needs to succeed. To meet your staffing needs, not only will Chase Technology Consultants recruit and find you potential candidates, we will also take care of all payroll and administrative duties that come along with bringing on a contract employee. Chase Technology Consultants becomes the vendor and employer of your assigned contract and alternative staff, allowing you and your new contract employee(s) to perform at the highest level.

### **CTC's Contracting Responsibilities:**

Chase Technology Consultants recruits the candidates and when you decide to bring on a contract employee, we hire the candidates you've accepted for assignment and will be responsible for the withholding, depositing, reconciliation, and record keeping for all payroll related taxes including:

- Federal Income Tax Withholding
- Social Security (employee and employer shares)
- Medicare (employee and employer's shares)
- Federal Unemployment
- State Income Tax Withholding
- State Unemployment Insurance
- State Disability Insurance (if applicable)
- Workers' Compensation Premiums
- Year-end W-2 Forms

### **CTC's Contract Staffing Services:**

We have designed our services to be as simple and efficient as possible. All you have to do is authorize billing by signing weekly timesheets and pay corresponding invoices. The qualified staff at Chase Technology Consultants will handle everything else, including:

- Funding the weekly payroll
- Processing all payroll taxes and withholdings
- Maintaining Unemployment and Workers Compensation coverage
- Offering employee benefits
- Handling all paperwork, including W-4 forms, I-9 forms, and other routine employee paperwork

### **Insurance Protection for Every Situation:**

In today's business environment, insurance coverage should be a necessary requirement for every contractor working at your facility. Chase Technology Consultants carries a comprehensive package of insurance. This package includes:

- Commercial General Liability - \$1,000,000 per occurrence
- Professional Liability - \$1,000,000 per occurrence
- Employers' Practices Liability - \$1,000,000