

WORDEXPRESS

Multilingual Solutions Worldwide

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OFFICE MEMO NO: 507

DATE OR UPDATE: March 2010

TO: Applicants for in-house positions with **WORDEXPRESS**

FROM: Manfred Bauer, General Manager

SUBJECT: **USCIS Visa Sponsorship for Foreign Citizens**

As a full-service multilingual communication company, **WordExpress Corporation** is capable of sponsoring visa applications (e.g. H1B) with the US Department of Labor and the USCIS (United States Citizenship and Immigration Service) for citizens of foreign countries. This opportunity is available for certain applicants, who qualify as permanent, full-time employees with **WORDEXPRESS** for a minimum of three years. You are eligible for sponsorship once **WORDEXPRESS** intends to hire you for such a position. This decision will be made after you have satisfactorily completed a screening process and a trial period.

WORDEXPRESS has successfully sponsored several foreign citizens in the last years. This sponsorship gives ambitious and qualified foreigners a chance to take advantage of unique employment opportunities with **WORDEXPRESS**. You will be extensively trained for your particular position in one of the leading language companies in Southern California, and also learn about the translation and interpretation industry in the U.S. Last but not least, you will become familiar with American business culture and business practices, and at the same time stay in touch with your home country's language and culture.

After successful completion of your sponsored employment, **WORDEXPRESS** may also help you gain a permanent residency and work permit in the United States.