



May 7, 2018

Via FedEx

Wisconsin Dept. of Workforce Development
 Dislocated Worker Unit
 201 E. Washington Avenue
 Madison WI 53703

Mayor Tom Barrett
 City Hall
 200 E. Wells Street, Room 201
 Milwaukee, WI 53202



Re: Concentrix Layoff

Dear Mr. Mayor and
 Members of the Dislocated Worker Unit:

Pursuant to the Wisconsin Business Closing and Mass Layoff Law ("WBCML") and the U.S. Worker Adjustment and Retraining Notification Act ("WARN"), please accept this letter as notice that Concentrix Services US, Inc. ("Concentrix") intends to order a mass layoff on July 6, 2018. Consistent with the requirements of WBCML and WARN, please be advised of the following:

The name and address of the employment site where the business closing or mass layoff will occur.	Concentrix Services US, Inc. 11301 W. Lake Park Drive Milwaukee, WI 53224 1543 N 2nd Street 5th Floor Milwaukee, WI 53212																										
The number of employees affected by the business closing or mass layoff.	77																										
The expected date of the first separation or layoff and the anticipated schedule for making separations.	All separations from employment resulting from this site closure will occur on July 6, 2018.																										
A description of whether the planned action is expected to be permanent or temporary. If the entire employment site is to be closed, a statement to that effect. If the planned action is expected to be temporary, include the estimated duration of the action, if known;	This planned action of mass layoff is expected to be permanent; however, the sites will not be closed.																										
The name and telephone number of a company official to contact for further information.	Daniel Woods (585) 218-5524 Joe Byrnes (248) 219-6515																										
The job titles of positions to be affected, and the number of affected employees in each job classification.	<table> <tr><td>Advisor</td><td>57</td></tr> <tr><td>Advisor-Quality</td><td>2</td></tr> <tr><td>Field Sales Representative</td><td>1</td></tr> <tr><td>HR Manager</td><td>1</td></tr> <tr><td>Information Technology</td><td>1</td></tr> <tr><td>Quality Manager</td><td>1</td></tr> <tr><td>Recruiter</td><td>1</td></tr> <tr><td>Sales Specialist</td><td>4</td></tr> <tr><td>Security</td><td>1</td></tr> <tr><td>Site Leader</td><td>1</td></tr> <tr><td>Team Leader</td><td>5</td></tr> <tr><td>Trainer</td><td>2</td></tr> <tr><td>TOTAL:</td><td>77</td></tr> </table>	Advisor	57	Advisor-Quality	2	Field Sales Representative	1	HR Manager	1	Information Technology	1	Quality Manager	1	Recruiter	1	Sales Specialist	4	Security	1	Site Leader	1	Team Leader	5	Trainer	2	TOTAL:	77
Advisor	57																										
Advisor-Quality	2																										
Field Sales Representative	1																										
HR Manager	1																										
Information Technology	1																										
Quality Manager	1																										
Recruiter	1																										
Sales Specialist	4																										
Security	1																										
Site Leader	1																										
Team Leader	5																										
Trainer	2																										
TOTAL:	77																										



An indication as to whether or not bumping rights exist.	Bumping rights do not exist.
The name of each union representing affected employees, and the name and address of the chief elected officer of each union.	There is no union representing any affected employee.

If you have any questions, please contact either of the company representatives, Mr. Woods or Mr. Byrnes, whose contact information is provided above.

Thanks very much.

Sincerely,

A handwritten signature in blue ink that reads "Frances G. Zacher".

Frances G. Zacher
Director, Corporate Counsel