



Deloitte India  
alumni referral policy

## Refer a family member/friend for an open position.

Referrals are a key recruitment strategy for Deloitte.

As an alumnus/alumna, you are one of our prime sources for quality hires!

We welcome your recommendation of future employees and appreciate your contribution in recruiting talent for Deloitte.



### Begin the process:

Please browse our open positions on [jobsindia.deloitte.com](https://jobsindia.deloitte.com) and mail us on [inalumni@deloitte.com](mailto:inalumni@deloitte.com) with the following information:

Your details	Your referral details
First name	First name of referred candidate
Last name	Last name of referred candidate
Personal email	Personal email
Mobile number	Mobile number
Current city	Current city
Current workplace	Candidate's CV in PDF
Current designation	Open job title
Referring source of the candidate (Personal/ Professional / Others)	Job code

### Legal note:

By submitting these details, you certify, based on your knowledge, that:

- I am an eligible alumnus/alumna of Deloitte India entity.
- I understand my referral is not a violation of any contractual or other restrictions or obligations, such as any non-solicitation obligations I may have with current or former employers, or any common law, or statutory, regulatory, professional or other applicable restrictions or obligations to which I am subject.
- I understand I must obtain the referral candidate's consent to the disclosure of any of the candidate's information that I am submitting as part of the referral.

## Validation period:

As stated above, alumni are welcome to share a referral or multiple referrals on the Alumni id. The candidate profiles will remain in our database for 365 days from the date of receipt. The candidate profile will be shared with the relevant team and will be reviewed by them for a specific position.

The candidate will be able to apply for additional positions on [jobsindia.deloitte.com](https://jobsindia.deloitte.com) and the referral will still be attached to that candidate for the 365-day eligibility period. After 365 days, the referral will expire, but the alumnus/alumna can refer the candidate again to refresh the eligibility period for another 365 days.

## Token of appreciation for referral:

Grades for which referred candidate is selected	Referral award*
Executive/Senior executive	₹ 10,000
Assistant manager/Deputy manager	₹ 20,000
Manager/Senior manager/Associate director	₹ 40,000
Director and Executive director	₹ 50,000

*\*In case the referred candidate being hired is a woman, the referral reward will increase by 25% for the referrer. This will be applicable to women candidates hired at career levels of deputy manager and above.*

We are constrained in giving a referral reward in certain situations. Accordingly, no referral reward shall be payable in the following situations applicable at the time of the candidate referral or joining of the candidate:

- You are an alumnus/alumna who is employed by or otherwise affiliated with an attest client or an affiliate of an attest client of the Deloitte entities.
- You are referring a candidate who is employed by or otherwise affiliated with an attest client or an affiliate of an attest client.
- Your referral or acceptance of a referral award would be inconsistent with Deloitte India's independence policies or would create relationships or circumstances that impair Deloitte India's independence in either fact or appearance.

If you have any questions about whether your referral impacts Deloitte India's independence requirements, please contact [lrosario@deloitte.com](mailto:lrosario@deloitte.com); [hpsonia@deloitte.com](mailto:hpsonia@deloitte.com)

## FAQs:

- 1. Will you keep me posted on my referee's progress?**  
If your candidate accepts our offer, we will let you know once we finalise the agreement.
- 2. When and how is the referral award paid?**  
The referral award will be paid after the completion of your referee's probation. Payments will be made via bank transfer.
- 3. Is there a limit to the number of referrals I can submit?**  
No. In fact, we encourage you to refer as many suitable candidates as possible.
- 4. Will contract, temporary or internship employees be considered as referrals?**  
We highly appreciate referrals for these positions, but unfortunately, there is no referral award involved.





Deloitte refers to one or more of Deloitte Touche Tohmatsu Limited, a UK private company limited by guarantee (“DTTL”), its network of member firms, and their related entities. DTTL and each of its member firms are legally separate and independent entities. DTTL (also referred to as “Deloitte Global”) does not provide services to clients. Please see [www.deloitte.com/about](http://www.deloitte.com/about) for a more detailed description of DTTL and its member firms.

The information contained in this material is meant for internal purposes and use only among personnel of Deloitte Touche Tohmatsu Limited, its member firms, and their related entities (collectively, the “Deloitte Network”). The recipient is strictly prohibited from further circulation of this material. Any breach of this requirement may invite disciplinary action (which may include dismissal) and/or prosecution. None of the Deloitte Network shall be responsible for any loss whatsoever sustained by any person who relies on this material.