

# EMPLOYMENT AGREEMENT

Oakridge and Castillo Corp  
6342 Crownridge Road, Suite 120, Sayre, PA  
Offer date: December 19, 2025

This Employment Agreement (the 'Agreement') is entered into between Oakridge and Castillo Corp (the 'Company') and Mia Matthews (the 'Employee').

## 1. Position and Start Date

The Company offers the Employee the full-time position of Analyst in the Operations department, reporting to the Operations Manager. The Employee's start date is December 28, 2025.

## 2. Compensation

The Employee's annual base salary is \$44,400.00, less applicable taxes and withholdings, paid on the last business day of each month (12 pay periods). Salary is reviewed annually under the Company's merit and performance policies.

## 3. Benefits

The Employee may participate in the Company's standard benefit programs, including medical, dental, and vision coverage, a 401(k) plan with Company match, and paid time off, subject to the applicable plan documents.

## 4. At-Will Employment

Employment is at-will. Either the Employee or the Company may end the relationship at any time, with or without cause and with or without notice, subject to applicable law.

## 5. Confidentiality

The Employee agrees to protect the Company's confidential and proprietary information and to comply with its information-security and code-of-conduct policies.

Accepted and agreed:

\_\_\_\_\_ Date: \_\_\_\_\_

Mia Matthews -- Employee (EMP-0039)

\_\_\_\_\_ Date: \_\_\_\_\_

Henry Wilson -- Director of Human Resources, Oakridge and Castillo Corp