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| I:\WDDP&T\Veterans and Direct Svcs\FLC\SOP\Logo-BW no txt.jpgDWS-EI 59-FLC | | | | | | | | | | | | | State of Utah | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
| Rev. 04/2014 | | | | | | | | | | | | | Department of Workforce Services | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | **FOREIGN LABOR CERTIFICATION - JOB ORDER FORM** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Four Ways to Submit a Job Order | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| * E-mail: [postajob@utah.gov](mailto:postajob@utah.gov) (Please reference FLC in the subject line.) * FAX: 1-801-526-9633 * Phone: 1-888-920-WORK (9675) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | * Mail: Department of Workforce Services   Foreign Labor Certification  PO Box 45249  SLC, UT 84145-0249 | | | | | | | | | | | | | |
| **♦ EMPLOYER INFORMATION:** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Company Name: | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | Contact Name: | | | |  | | | | | | | | |
| Street Address: | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| City: |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | State: | | | |  | | | | | Zip Code: | | | | | |  | |
| Phone #: | | | (   )   - | | | | | | | | | | | | | | | | | | | | | | | | | | Fax #: | | | | | | | | | (   )   - | | | | | | | | | | |
| Email Address: | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | Federal ID# (FEIN): | | | | | | | | |  | | | | | | | | | | |
| Job Site Location: | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **♦ Job Title:** | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | **Number of Openings:** | | | | | | | | | |  |
| **♦ Job Description** (Tasks, duties, responsibilities): | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | |
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| **♦ Job Details:** | | | | | | | | | | H-2B /  PERM | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Salary: | | From | | | | | | $ | | | | | | | | | To | | $ | | | | | | | (Hourly/Monthly/Yearly) | | | | | | | | | | | | | | | | Benefits: | | | Yes /  No | | | |
| Hours: | | From | | | | | |  | | | | (am/pm) | | | | | | | | | | To | |  | | | (am/pm) | | | | | | | | | | | | | | | | | | | | | |
| Shifts (Check all that apply): | | | | | | | | | | | | | | Day /  Swing /  Graveyard /  Rotating | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Work: | | | Full-Time /  Part-Time /  Seasonal /  Temporary | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Days Off: | | | | Sat /  Sun /  Mon /  Tues /  Wed /  Thurs /  Fri | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Dates Of Need / Closing Date: | | | | | | | | | | | | | | | | From | | | | |  | | | | | | | | | To | | |  | | | | | |  | | | | | | | | | |
| Referral Instructions (How would you like applicants to apply?): | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **♦ Job Requirements:** (Must be bona fide qualifications required to perform the job.) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Experience: | | | | | | |  | | | | (Years / Months) | | | | | | | | | | | | Age: | | | |  | | | | To | | |  | | | Lifting (lbs.): | | | | | |  | | |  | | |
| Vehicle Required? | | | | | | | | | | Yes /  No | | | | | | | | Driver’s License? | | | | | | | | | Yes /  No | | | | | | | | | | License Type: | | | A /  B /  C /  D | | | | | | | | |
| Endorsements: | | | | | | | | | H /  M /  N /  P /  S /  T /  X /  Z | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Education: | | | | | None /  GED /  HS /  AA/AS /  BA/BS /  MA/MS /  PhD /  Certified or Licensed: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | |
| Computer Skills / Knowledge: | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Special Machinery / Tools / Knowledge: | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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***Equal Opportunity Employer Program***

Auxiliary aids and services are available upon request to individuals with disabilities by calling (801) 526-9240. Individuals

with speech and/or hearing impairments may call Relay Utah by dialing 711. Spanish Relay Utah: 1-888-346-3162