

Pennsylvania Way to Work Employment Interest Notification Form

Pennsylvania Way to Work is an innovative program designed to stimulate job growth and the economy. Through this program, employers can hire employees and have 100 percent of their gross wages covered up to \$13 an hour!

By participating in Pennsylvania Way to Work, the employees you hire will receive career guidance, skill assessments, case management supportive services, basic skills and literacy training, as well as occupational training throughout the duration, and possibly beyond, the period of subsidized employment. This will enhance their value and ability to become full-time, permanent employees, also a benefit for employers.

If you are an employer interested in participating in Pennsylvania Way to Work, please complete the Employment Interest Notification form. Please use a separate form for each different type of position you want to list, but you may use one form if you have multiple openings for the same position with your business.

Please read over the form and make sure it is complete. Once you have completed the form, it can be saved to your computer and e-mailed to PAWaytoWork@state.pa.us. If e-mail is not an option available to you, the form can be faxed to 717-705-3799. To avoid duplication, please only use one method to transmit your Interest Notification form.

Once your form is received, you will be contacted by a Department of Labor & Industry workforce representative to discuss your interest in the program.

For telephone assistance, please call 1-866-858-2753.

Today's date: _____

Name of your company: _____

Company website address: http:// _____

Address where your company is located:

Street _____

City _____ State PA Zip Code _____

Is the job location address the same as the company address? Yes No

If no, please provide job location address:

Street _____

City _____ State PA Zip Code _____

County _____

Is public transportation available to the job location? Yes No

Interview address is same as Company address Job location address Neither

If neither, please provide interview address:

Street _____

City _____ State PA Zip Code _____

Who is the primary interview contact person for this job?

Telephone _____ Fax _____

E-mail address _____

What is the job title? _____

How many job openings are available? _____

How many people would you like us to refer to you? _____

What shift is this position? _____

Is any experience required? Yes No

If yes, please provide months/years experience: _____ Months _____ Years

What is the minimum level of education required? _____

Is there a job-related minimum age requirement? Yes No

If yes, please provide the age and job-related reason:

Is there a job-related driver's license requirement? Yes No

If yes, please provide the job-related reason:

If endorsements are required, select all that apply:

Hazardous Material Tank Passenger Double/Triples Hazardous/Tanks

If screenings are required, select all that apply:

None Drug MVR Background Other

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Are there any **required** skills or qualifications for this job? (Limit: 500 characters including spaces)

Are there any skills or qualifications you **prefer**, but are not required? (Limit: 500 characters including spaces)

What are the job duties associated with this position? (Limit: 500 characters including spaces)

Name of person submitting this notification
(If different from the interview contact person) _____

Telephone _____ Fax _____

E-mail address _____

Thank you for your interest in PA Way to Work! We'll be talking to you soon!