

BUSINESS SERVICES SURVEY

<u>Company Name:</u>	
<u>Contact Person:</u>	<u>What type of services are you seeking? (Check all that apply)</u> <input type="radio"/> Adult Education Services <input type="radio"/> Applicant Screening Information <input type="radio"/> Apprenticeship Information <input type="radio"/> Arkansas Job Link Employer Account Assistance <input type="radio"/> Arkansas Rehabilitation Services Information <input type="radio"/> Career Readiness Certificate Information <input type="radio"/> Incumbent Worker Training <input type="radio"/> Job Fairs and Customized Hiring Events Information <input type="radio"/> Job Postings on Arkansas Job Link <input type="radio"/> Labor Market Information <input type="radio"/> Launch Assistance or Information <input type="radio"/> Layoff Aversion Strategies <input type="radio"/> Migrant Seasonal Farmworker Program Information <input type="radio"/> On-the-Job Training Information <input type="radio"/> Rapid Response Team Services <input type="radio"/> Unemployment Insurance Information <input type="radio"/> Veteran Services <input type="radio"/> Usage of Workforce Center Facilities <input type="radio"/> Work Experience Information <input type="radio"/> Work Opportunity Tax Credit Information
<u>Job Title:</u>	
<u>Phone Number:</u>	
<u>Email Address:</u>	
<u>FEIN Number:</u>	
<u>SEIN Number:</u>	
<u>Industry Type:</u>	
<u>Number of Employees:</u> <input type="radio"/> 1-10 <input type="radio"/> 11-50 <input type="radio"/> 51-100 <input type="radio"/> 100+	
<u>Additional Comments or Needs:</u>	
<u>How would you like us to contact you for follow-up?</u> <input type="radio"/> Email <input type="radio"/> Phone <input type="radio"/> In-person visit <input type="radio"/> Virtual meeting <u>Would you be interested in joining our Business Services Team?</u> <input type="radio"/> Yes <input type="radio"/> No	

Thank you for helping to strengthen our local workforce!



**North Central Arkansas
Business Services Team**

Jamie Hill

jamie@wrpdd.org

(501) 827-0695 cell, (501) 305-7225 office





ARKANSAS WORKFORCE CENTER JOB ORDER

North Central Arkansas Business Services Team

Jamie Hill, jamie@wrpdd.org
(501) 827-0695 cell, (501) 305-7225 office



Company Name:		Contact Person:	
Company Address:		Contact Title:	
		Contact Phone:	
Company Description (nature of business or North American industrial Classification System (NAICS) code):		Contact Fax:	
		Contact E-mail:	
		Company Web Site:	
FEIN Number:	SEIN Number:	Federal Contractor? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Ownership: <input type="checkbox"/> Private Sector <input type="checkbox"/> International <input type="checkbox"/> Local Government <input type="checkbox"/> State Government <input type="checkbox"/> Federal Government.			
Job Title:		Required Education Level:	
Salary: Minimum: _____ Maximum: _____		Salary Type: <input type="checkbox"/> Annual <input type="checkbox"/> Hourly <input type="checkbox"/> Other (tips, commission): _____	
Number of positions:	Date you want the job order to expire (optional):	Apprenticeship job? <input type="checkbox"/> Yes <input type="checkbox"/> No	
May we post this job on America's Job Bank on the internet? <input type="checkbox"/> Yes <input type="checkbox"/> No			
How would you like to receive applicant information (check all that apply)?			
<input type="checkbox"/> E-mail <input type="checkbox"/> Fax <input type="checkbox"/> Mail <input type="checkbox"/> In Person <input type="checkbox"/> Phone <input type="checkbox"/> Company Web Site <input type="checkbox"/> Complete Company Application (if paper app please provide copy)			
Job Description:			
Specific talent(skill) requirements, essential job functions, certifications, and qualifications:			
Driver's License requirements <input type="checkbox"/> class A <input type="checkbox"/> Class B <input type="checkbox"/> Class C <input type="checkbox"/> Non Commercial Class D <input type="checkbox"/> None			
Required Experience: ____yrs ____mos.		Shift: <input type="checkbox"/> Day <input type="checkbox"/> Evening <input type="checkbox"/> Night <input type="checkbox"/> Rotating <input type="checkbox"/> Split <input type="checkbox"/> No Preference	
Time shift starts: _____ a.m. <input type="checkbox"/> p.m.		Time shift ends: _____ a.m. <input type="checkbox"/> p.m.	
Average number of hours/weeks:		Employment type: <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time	Is this a temporary position? <input type="checkbox"/> Yes <input type="checkbox"/> No
When do you need a person to start?		Is travel required? <input type="checkbox"/> Yes <input type="checkbox"/> No	Is relocation required? <input type="checkbox"/> Yes <input type="checkbox"/> No
Is job accessible by public transportation? <input type="checkbox"/> Yes <input type="checkbox"/> No		Are you interested in providing subsidized on-the-job training? <input type="checkbox"/> Yes <input type="checkbox"/> No	
<i>The following optional questions may be answered if you wish to use them to help recruit.</i>			
Medical Plan? <input type="checkbox"/> None <input type="checkbox"/> HMO <input type="checkbox"/> PPO/POS <input type="checkbox"/> Deductible <input type="checkbox"/> Multiple Plans <input type="checkbox"/> Other		Medical Coverage? <input type="checkbox"/> None <input type="checkbox"/> Family <input type="checkbox"/> Employee Only <input type="checkbox"/> Employee + Spouse <input type="checkbox"/> Employee + 1	Is childcare available at your business? <input type="checkbox"/> Yes <input type="checkbox"/> No
Dental Plan? <input type="checkbox"/> None <input type="checkbox"/> DMO <input type="checkbox"/> PPO/POS <input type="checkbox"/> Multiple Plans <input type="checkbox"/> Covered Under Medical Plan <input type="checkbox"/> Traditional/Deductible <input type="checkbox"/> Other		Dental Coverage? <input type="checkbox"/> None <input type="checkbox"/> Family <input type="checkbox"/> Employee Only <input type="checkbox"/> Employee + Spouse <input type="checkbox"/> Employee+1	Do you provide any of the following? <input type="checkbox"/> Life Insurance <input type="checkbox"/> Incentive Pay <input type="checkbox"/> Tuition Reimbursement <input type="checkbox"/> Paid Vacation <input type="checkbox"/> Disability <input type="checkbox"/> Company Vehicle <input type="checkbox"/> Retirement Plan <input type="checkbox"/> 401K <input type="checkbox"/> Other
If you use Work Keys, list required scores: <input type="checkbox"/> Don't use Work Keys Applied Mathematics (3-7): _____ Applied Technology (3-6): _____ Listening (1-5): _____ Reading for Information (3-7): _____ Locating Information (3-6): _____ Writing (1-5): _____			