

FAX IT!

Send your Job Posting to your local
Workforce Career Center

NCWorks
Connecting Talent to Jobs

Workforce Office serving your area:

Office E-Mail:

Date: _____

Office Fax No.: _____

Tell us about this position... (please complete ALL sections, as we will not be able to post incomplete orders)			
Company Name: South Charlotte Landscape Management, Inc. dba US Lawns of South Charlotte		Federal I.D.: [REDACTED]	
Job Title: Landscape Laborer			
Is this a new job posting? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Has a similar/identical job order previously been submitted for this occupation? <input type="checkbox"/> Yes* <input checked="" type="checkbox"/> No	
* If yes, may a staff member contact you regarding an expedited means of posting similar positions? Please indicate your contact information below and fax this form back to the Workforce Office. <input type="checkbox"/> Yes <input type="checkbox"/> No (The remaining form need then only indicate CHANGES from the previous order.)			
Main/Corporate Contact Information			
Contact Person: Katie Johnson		Title: Controller	
Mailing Address: 280 Ervin Woods Dr.			
City: Kannapolis		State: NC	Zip: 28081
Phone: (704) 932-3348		Alternate Phone: N/A	
Fax: N/A		Email: katie@uslawnsnc.com	
Job Location Information (if different from above)			
Job Location Contact Person: Same as above.		Title: Same as above.	
Physical Address: 5809 Old Pineville Rd.			
City: Charlotte		State: NC	Zip: 28217
Phone: Same as above.		Alternate Phone: N/A	
Fax: N/A		Email: Same as above.	
Display online to job seekers? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No - Please note that this job will not be displayed in online job search results and job seekers will NOT be able to apply directly online to this job. Only staff will be able to view the job and make referrals.		Display your company name? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
		Have our staff screen your applicants? <input type="checkbox"/> Yes - If yes, require the applicant to meet the staff member that is screening? <input type="checkbox"/> Yes; <input type="checkbox"/> No <input checked="" type="checkbox"/> No	
Career Readiness Certification Required:		<input type="checkbox"/> Bronze <input type="checkbox"/> Silver <input type="checkbox"/> Gold <input type="checkbox"/> Platinum <input checked="" type="checkbox"/> N/A	
Occupational Licenses/Certifications		Specify: N/A <input type="checkbox"/> Required <input type="checkbox"/> Preferred	
Complete the following section only if this is your first time posting a job with NCWorks Online or information has changed.			
How would you like DWS to contact you?			
<input checked="" type="checkbox"/> Internal Message (through NCWorks Online)		<input checked="" type="checkbox"/> Email	
<input type="checkbox"/> Text Message Notification (If Available)		<input type="checkbox"/> Text Message (If Available)	
		<input type="checkbox"/> Fax	
Company Information:			
Industry Title: 561730 Landscaping Services		No. of Employees:	
Type of Employer:		<input checked="" type="checkbox"/> Private Sector <input type="checkbox"/> State Government <input type="checkbox"/> Local Government	
<input type="checkbox"/> Federal Government <input type="checkbox"/> International/Foreign Gov.		<input type="checkbox"/> Non-Profit <input type="checkbox"/> Education (Higher) <input type="checkbox"/> Education (K-12)	
Job Details			
Number of Positions: 57		Keep Job Order Open Until: 2/9/2024 (Cannot exceed 60 days without notifying Workforce Office)	
		Number of Referrals Desired: Unlimited	
Type of Job:			
<input type="checkbox"/> Regular <input checked="" type="checkbox"/> Temporary <input type="checkbox"/> Seasonal <input type="checkbox"/> Volunteer <input type="checkbox"/> Contract [Length: month(s)/year(s)]			
<input checked="" type="checkbox"/> Full-Time (30+ hours) <input type="checkbox"/> Part-Time (<30 hours) <input type="checkbox"/> Full and Part-Time Positions <input type="checkbox"/> As Needed (PRN)			

<p style="text-align: center;">Job Summary</p> <p>Please provide a detailed job description of the position (including any specialized skills required).</p> <p style="text-align: center;">(PLEASE PRINT)</p>	<p>Landscape Laborer. 57 temporary/full-time positions with South Charlotte Landscape Management, Inc. dba US Lawns of South Charlotte from 3/1/2024 - 12/1/2024.</p> <p>Landscape or maintain grounds of property using hand or power tools or equipment. Workers typically perform a variety of tasks, which may include any combination of the following: sod laying, mowing, trimming, planting, watering, fertilizing, digging, and raking. (see attachment)</p>
Hiring Requirements	
Check hiring requirements for this job, if any: <input checked="" type="checkbox"/> Drug Test <input checked="" type="checkbox"/> Background Check <input type="checkbox"/> Credit Check <input type="checkbox"/> Reference Check <input type="checkbox"/> Motor Vehicle Record Check <input type="checkbox"/> Other - specify:	
Testing Requirement: <input type="checkbox"/> Employer will perform <input checked="" type="checkbox"/> Other Source will perform testing	
Provide a brief description of the testing being performed and the collection method(s): See attachment.	
Education, Licenses, and Certifications	
Minimum age of applicants to this position, if any? N/A	
This minimum age is due to the following: <input type="checkbox"/> Alcohol <input type="checkbox"/> Hazardous work/materials involved <input type="checkbox"/> Hours of Work <input type="checkbox"/> Insurance <input type="checkbox"/> Other (Specified in Job Summary) <input type="checkbox"/> Special Program/Category <input type="checkbox"/> Bonding	
Minimum education required, if any: N/A	
Minimum months of prior experience required, if any? 3	
Is job accessible by public transportation: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Driver's License Required: <input type="checkbox"/> Yes (operator) <input type="checkbox"/> Yes (CDL) <input checked="" type="checkbox"/> No	
Driver's License Type Required: <input type="checkbox"/> Class A <input type="checkbox"/> Class B <input type="checkbox"/> Class C <input type="checkbox"/> N/A	
Endorsements: <input type="checkbox"/> Class H <input type="checkbox"/> Class N <input type="checkbox"/> Class P <input type="checkbox"/> Class S <input type="checkbox"/> Class T <input type="checkbox"/> No Endorsements Required	
Compensation and Hours	
Hiring range (required)? Minimum Pay: \$17.24 Maximum Pay: \$17.24 Display to Jobseekers? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Basis of salary/pay: <input checked="" type="checkbox"/> Hour <input type="checkbox"/> Day <input type="checkbox"/> Week <input type="checkbox"/> Month <input type="checkbox"/> Year <input type="checkbox"/> Quarter <input type="checkbox"/> Other - specify:	
Pay comments: <input checked="" type="checkbox"/> Depends upon Experience <input type="checkbox"/> Commission only <input type="checkbox"/> Salary + Commission <input type="checkbox"/> Piece rate <input type="checkbox"/> Salary + Tips <input type="checkbox"/> Salary + Bonus <input type="checkbox"/> Per Diem only <input type="checkbox"/> Will discuss with applicant	
Hours per week? <input type="checkbox"/> Not specified <input checked="" type="checkbox"/> Vary <input type="checkbox"/> Are Specific (# per week =)	
Shift: <input checked="" type="checkbox"/> Day <input type="checkbox"/> Evening/Swing <input type="checkbox"/> Night/Graveyard <input type="checkbox"/> Rotating <input type="checkbox"/> Split <input type="checkbox"/> Other (Specified in Job Summary)	
Benefits Offered	
Please list benefits that you plan to offer to the incumbent, if any: See attachment.	
Job Application Methods Accepted	
Check the methods that individuals may use to apply for this job: <input checked="" type="checkbox"/> Provide a NCWORKS Online Resume (recommended) <input type="checkbox"/> Provide a NCWORKS Online Application <input checked="" type="checkbox"/> At nearest Workforce Office <input checked="" type="checkbox"/> Directly to employer via: <input type="checkbox"/> Phone <input type="checkbox"/> In Person <input type="checkbox"/> Email Resume <input type="checkbox"/> Mail Resume <input type="checkbox"/> Via Company Website http://	

Additional Information
Is this a Green Job? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Are you a Federal Contractor? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does a court ordered affirmative action plan require posting this job order? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does this job order require security clearance? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is this a mandatory job order being filed in connection with an application to the Department of Labor to employ H-2B, temporary non-agricultural, guest workers in the United States? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Specified
Are there any fees, upfront cost or out-of-pocket expenses associated with this job listing for an applicant seeking to fill this position? In order for an employer to use NCWorks Online, no fee may be charged to a job applicant. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

NCWorks
H-2B Job Order Request Form
Attachment

State UID: 052997

Job Location Information (Cont'd)

5809 Old Pineville Rd. Charlotte, NC 28217 and multiple worksites within York(SC), Lancaster(SC), Union(NC), Mecklenburg(NC), Lincoln(NC), Iredell(NC), Gaston(NC) and Cabarrus(NC) counties.

No daily transportation to/from workers' home and primary worksite. Such transportation complies with all applicable Federal, State, and local laws/regulations. Employer provides incidental transport between job sites.

Referral Instructions (Cont'd)

State Workforce Agency (SWA) may only refer qualified applicants who have been apprised of the material terms and conditions of employment and who are able, willing, and available for the job. Employer makes hiring decisions at its sole discretion. Referrals and applicants are accepted from all sources. Applicants must possess documentation required complete Form I-9 employment eligibility verification.

To apply, contact employer at katie@uslawnsnc.com, inquire at nearest Career/Workforce Cntr, or send resume to NCWorks Career Ctr- Forest Point Blvd, 7140 Forest Point Blvd Charlotte, NC 28217, phone (704) 565-6865.

Job Details / Hiring Requirements (Cont'd)

Must lift/carry 50 lbs., when necessary. Saturday work required, when necessary. Employer-paid drug testing required of foreign and domestic workers prior to commencing work and post-hire at random, upon suspicion of use, and post-accident. Post-hire background check and employment eligibility (e-Verify) check required of foreign and domestic workers.

Requires three months of previous landscape experience.

Compensation and Hours / Benefits Offered (Cont'd)

Wage rate is no less than \$17.24 per Hour. Overtime hours vary at: \$25.86 per Hour.

Raises and/or bonuses may be offered at employer's discretion, based on individual factors such as performance, skill, and tenure. A single workweek will be used to compute wages due. The payroll period is bi-weekly. Workers are paid by check on Friday. The standard work schedule is from 7:00 AM until 6:00 PM, Monday through Thursday.

Employer will offer 40 hours per week. Employer may offer more than the stated work hours, depending on weather, business needs, and other conditions. Extreme heat, cold, rain, or drought may affect exact working hours.

Employer makes all payroll deductions required by law. Employer does not envision other workforce-wide payroll deductions. Voluntary deductions must be pre-authorized in writing and may include the following: Voluntary advances and/or loans made to workers, if any, may be repaid by pre-authorized payroll deductions. Employer deducts reasonable fair market value cost of rent/utilities based on number of occupants for workers electing to reside in employer-provided housing (cost TBD). Employer may deduct reasonable cost for lost/damaged tools or equipment resulting from worker negligence. Employer may deduct retirement/savings plan contributions and/or health insurance premiums for workers voluntarily participating in plan(s). Optional uniforms are available for purchase by the worker. Such purchases are optional and for the worker's benefit.

Employer pays in advance or reimburses workers in the first workweek for all government-mandated and visa-related fees (excluding passport fees). For non-local workers (i.e., residing outside normal commuting distance), employer reimburses inbound travel costs at the 50% point in the contract (unless paid in advance). Inbound travel includes transportation costs from worker's permanent residence or place of recruitment, a daily meal subsistence (based on rates required by law, currently \$15.46 per day minimum or \$59.00 per day maximum for workers with acceptable receipts), and reasonable lodging costs, if applicable. Travel

reimbursements based on least-cost common carrier rate. Employer provides or pays outbound travel costs upon completion of the contract period or early dismissal, except where the worker has subsequent employment.

Employer guarantees to offer hours equal to at least three-fourths of the workdays in each 12-week period of the total contract period, beginning with the worker's first workday and ending on the contract end date or any extension thereof. Employer may count all hours worked, as well as any hours offered within the standard work schedule that a worker chooses to not work, up to the maximum number of daily hours on the job order.

Workers who voluntarily abandon employment are not entitled to payment for outbound travel costs or the full three-fourths period guarantee described above.

Employer provides without charge all tools, supplies and equipment (incl. uniforms, if applicable) necessary to perform duties assigned. If requested, employer helps non-local workers secure optional worker-paid lodging.