

**From:** [FLC@ifs.ohio.gov](mailto:FLC@ifs.ohio.gov)  
**To:** [FLC@ifs.ohio.gov](mailto:FLC@ifs.ohio.gov)  
**Cc:** [Emily Sporn](#)  
**Subject:** Your job order for Landscape Laborers has been received by ODJFS  
**Date:** Wednesday, December 20, 2023 12:26:52 PM

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The job order for **Landscape Laborers** has been received by ODJFS. This job order will be posted to OhioMeansJobs.com and a job order number will be provided from this email account.

**Company Name:** J&D Landscapes LLC

**Email address:** [esporn@maslabor.com](mailto:esporn@maslabor.com)

**Job Title:** Landscape Laborers

**Keywords for Job Post :** Landscape Laborers

**Employment Type:** Yes, the job is Temporary/Full Time

**Shift:** The standard work schedule is from 7:00 AM until 3:30 PM, Monday through Friday. Saturday work required, when necessary. 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.

**Anticipated Start Date of Work:** 2024-04-01

**Anticipated End Date of Work:** 2024-11-30

**Worksite Location(s):** JOB LOCATION: 12185 Kinsman Rd, Newbury, OH 44065 and multiple worksites within Lake, Geauga and Cuyahoga counties.

**Main Worksite Address, including ZIP:** 12185 Kinsman Rd, Newbury, OH 44065

**Employer E-mail Address to which you would like us to send Qualified Referrals:**  
[jpastor@jdlandscapesllc.com](mailto:jpastor@jdlandscapesllc.com)

**Employer Phone Number at which OhioMeansJobs staff can reach you:** 4408344443

**Work Days:** ["Monday", "Tuesday", "Wednesday", "Thursday", "Friday"]

**Number of Positions:** 6

**Minimum Experience Required:** 0 to 3 months

**Career Level:** Entry Level

**Minimum Education Level Required:** No Educational Requirement

**Job Description:** Landscape Laborers. 6 temporary/full-time positions with J&D Landscapes LLC from 4/1/2024 - 11/30/2024. 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, bed maintenance, mowing, mulching, trimming, pruning, planting, watering, digging, raking, weeding, assisting with installation/repair of drainage/sprinkler systems, pavers and mortarless segmental concrete masonry wall units/similar. Entry level; requires supervision. Must lift/carry 100 lbs., 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 required of new hires, foreign and domestic. 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. Employer provides incidental transport between job sites. No daily transportation to/from workers' home and primary worksite. Such transportation complies with all applicable Federal, State, and local laws/regulations. WAGE INFORMATION: Wage rate is no less than \$20.94 per Hour. Overtime hours vary at: \$31.41 per Hour. A single workweek will be used to compute wages due. The payroll period is weekly. Workers are paid by check on Friday. REFERRAL INSTRUCTIONS: 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 to complete Form I-9 employment eligibility verification. To apply, contact employer at [jpastor@jdlandscapesllc.com](mailto:jpastor@jdlandscapesllc.com) , email [FLC@jfs.ohio.gov](mailto:FLC@jfs.ohio.gov) or contact nearest OhioMeansJobs Center. JOB LOCATION: 12185 Kinsman Rd, Newbury, OH 44065 and multiple worksites within Lake, Geauga and Cuyahoga counties.

**Licenses/Certification Required:** N/A

**Are you a skills-based partner?** No

**Is On-the-Job training available?** Yes

**Please explain the available on-the-job training. (classroom, out of town, etc.)** On-the-job training will be provided to the worker.

**NAICS Code:** 81 Other Services (except Public Administration)

**Company Industry:** Other/Not Classified

**Salary rate:** Per hour

**Salary/Wage:** 20.94

**Frequency of Pay:** Weekly

**Will a Bonus be provided?** Yes, a Bonus will be available

**Please enter the Bonus amount:** Raises and/or bonuses may be offered at employer's discretion, based on individual factors such as performance, skill, and tenure.

**Will Overtime be available?** Yes, Overtime will be available

**Please provide overtime rate:** 31.41

**Pay deductions:** 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.

**Provision of Board/Lodging or Other Facilities:** Yes

**Please explain how you will provide Board/Lodging or Other Facilities:** If requested, employer helps non-local workers secure optional worker-paid lodging (not to exceed fair market value, based on number of occupants; cost TBD). Housing costs paid directly to landlord and are not payroll deducted.

**The selected option for how the worker will be provided with or reimbursed for inbound transportation/daily subsistence is:** Reimburse the worker for transportation and subsistence

Upon completion of the work contract or where the worker is dismissed earlier, the employer will provide or pay for worker's reasonable costs of return transportation and subsistence back home or to the place the worker originally departed to work, except where the worker will not return due to subsequent employment with another employer or where the employer has appropriately reported a worker's voluntary abandonment of employment. The amount of transportation payment or reimbursement will be equal to the most economical and reasonable common carrier for the distances involved. Daily meals will be provided at a rate of at least \$15.46 p/day during travel to a maximum of \$59.00 p/day with receipts.

**Will daily transportation be provided?** No

**If daily transportation is provided, please identify the pick-up points if applicable:**

**Please enter any additional information you would like added to the job order, such as "assistance will be provided finding housing" or similar:**

**The following provisions will be added on your behalf by The Ohio Department of Job and Family Services to the job order in accordance with 20 CFR 655.18.**

**Deductions from the Worker's Paycheck:** The employer is required to make all payroll deductions from the worker's paycheck as required by law.

**Single Workweek for Pay:** A single workweek will be used in computing wages due as required by law.

**First Work Week Reimbursement:** The job order will state that the employer will reimburse the worker in the first workweek for all visa, border, and related fees.

**Provision of Tools, Supplies, and Equipment:** The job order will state that the employer will provide all tools, supplies, and equipment at no cost to the worker.

**The employer agrees that applications and/or resumes and referrals for qualified applicants will be forwarded by the OhioMeansJobs Center for interviewing:** The Ohio FLC Unit, on behalf of the employer, will insert the contact information of the nearest local OhioMeansJobs Center into the job order.

Thank you for submitting your job order to the Ohio Department of Job and Family Services,

Sincerely,  
Foreign Labor Certification Unit

This e-mail message, including any attachments, is for the sole use of the intended recipient(s) and may contain private, confidential, and/or privileged information. Any unauthorized review, use, disclosure, or distribution is prohibited. If you are not the intended recipient, employee, or agent responsible for delivering this message, please contact the sender by reply e-mail and destroy all copies of the original e-mail message.