



Mississippi Department of Employment Security

Date received _____

H-2B Temporary Non-Agriculture Job Order Request Form

Employer Information

Company Name: ABC Professional Tree Services, Inc - Greenville

Contact Name: Luz Arriola, H2B Program Coordinator

201 Flint Ridge Rd., Ste 201

Mailing Address

Webster

TX

77598

City

State

Zip code

Employer EIN #

Phone number:
(281) 280-1100

Fax number:

Email address:
H2B@abctree.com

Job information:

Rate of Pay (PWD from Chicago NPC) \$ \$13.99 hour Valid From 9/4/2024 to 06/30/2025
mm/dd/yyyy mm/dd/yyyy

Overtime: No Yes \$ \$20.99 hour Piece rate \$ N/A

Job Title: Ground Persons

SOC Code/Title 37-3011.00 / Landscaping and Groundskeeping Workers NAICS Code 56173 Landscaping Services

Number of workers requested 20 Dates of need: From 1/4/2025 to 11/4/2025

Hours: 7 per day 35 per week From 7:00 AM (am/pm) to 3:00 PM (am/pm)

Days: Monday Tuesday Wednesday Thursday Friday Saturday Sunday

Worksite address: Attach separate sheet to list multiple worksites.

1202 Hwy 82, Greenville MS 38701 Washington
Street City State Zip code County

Job requirements:

Education None GED High School Associates Degree Bachelors Degree Other _____

Training No Yes _____ years _____ months Experience No Yes _____ years 0 months

Other requirements:

Job Description:

<See attachment for full attached Job Description>.

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Job Description Continued

Agent Information

Company Name: MAS Labor H2B, LLC

Contact Name: Kirsten Corea

400 Front Street / PO Box 507
Mailing Address

Lovington

City

VA

State

22949

Zip code

Phone number:

(434) 263 - 4300

Fax number:

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Email address:

corea1131@maslabor.com

MDES USE ONLY

MS Job Order Number _____

Job Order Start Date _____ Job Order End Date _____

Notes:

Attachment 1. Additional Worksites * Required

<See attachment for full attached Job Description>.

Street	City*	State*	Zip code	County*
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Street	City*	State*	Zip code	County*
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Street	City*	State*	Zip code	County*
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H-2B Temporary Non-Agriculture Job Order Request Form**

ATTACHMENT

Employer Information (Cont'd):

Business Name: **ABC Professional Tree Services, Inc - Greenville**

Physical Address: **201 Flint Ridge Rd., Ste 201, Webster, TX 77598**

Job Order Expiration Date: **12/14/2024**

Job Information (Cont'd):

Ground Persons. 20 temporary/full-time positions with ABC Professional Tree Services, Inc - Greenville from 1/4/2025 - 11/4/2025.

Wage rate is no less than \$13.99 per Hour. Overtime hours vary at: \$20.99 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 weekly. Workers are paid by check on Friday. The standard work schedule is from 7:00 AM until 3:00 PM, Monday through Friday.

Employer will offer 35 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-arranged housing (cost TBD). Employer may deduct retirement/savings plan contributions and/or health insurance premiums for workers voluntarily participating in plan(s).

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.

1202 Hwy 82, Greenville, MS 38701 and multiple worksites within Yalobusha, Carroll, Coahoma, Grenada, Holmes, Humphreys, Montgomery, Leflore, Issaquena, Panola, Quitman, Sharkey, Sunflower, Tallahatchie, Washington and Bolivar counties.

Other Requirements (Cont'd)

Ground Person duties include ground-level trimming, pruning, and raking of shrubs and trees using hand or power tools and equipment. Workers typically perform a variety of tasks, which may include any combination of the following as per the Standard Occupational Classification Code 37-3011 for Landscaping and Groundskeeping Workers: Prune or trim trees, shrubs, or hedges, using shears, pruners, or chain saws. Use hand tools such as rakes, pruning saws, pruning poles, electric clippers, hedge or brush trimmers, or axes. Clean up limbs and leaves using a leaf blower and shredding of larger tree branches with a brush chipper.

Must lift/carry 50 lbs., when necessary. Saturday and Sunday 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. Employer-paid physical required prior to beginning work to ensure worker can safely perform the job. Incidental limited travel and double time pay may be available under certain emergent conditions and holidays, and as per specific utility contractual requirements.

On-the-job training will be provided to the worker.

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 \$15.88 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.

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 complete Form I-9 employment eligibility verification.

To apply, contact employer at H2B@abctree.com or apply at the job order holding office: Greenville WIN Job Center, 1746 Highway 1, Suite C Greenville, MS 38701, phone (662) 332-8101.