



Date received _____

Mississippi Department of Employment Security

Tate Reeves
Governor

Jacqueline A. Turner
Executive Director

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

Employer Information

Company Name: _____

Contact Name: _____

Mailing Address _____

City _____ State _____ Zip code _____

Employer EIN #

_____ - _____

Phone number:

(____) _____ - _____

Fax number:

(____) _____ - _____

Email address:

Job information:

Rate of Pay (PWD from Chicago NPC) \$ _____ hour **Valid From** _____ to _____
mm/dd/yyyy mm/dd/yyyy

Overtime: ☐ No ☐ Yes \$ _____ hour **Piece rate** \$ _____ ☐ N/A

Job Title: _____

SOC Code/Title _____ **NAICS Code** _____

Number of workers requested _____ **Dates of need:** From _____ to _____

Hours: ____ per day ____ per week **From** _____ (am/pm) **to** _____ (am/pm)

Days: ☐ Monday ☐ Tuesday ☐ Wednesday ☐ Thursday ☐ Friday ☐ Saturday ☐ Sunday

Worksite address: Attach separate sheet to list multiple worksites.

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 _____ months

Other requirements:

Job Description:

Helping Mississippians Get Jobs

Henry J. Kirksey Building • 1235 Echelon Parkway • Jackson, Mississippi 39213
Post Office Box 1699 • Jackson, Mississippi 39215-1699 • (601) 321-6000

MDES is an Equal Employment Opportunity Employer

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Job Description Continued

Agent Information

Company Name: _____

Phone number:

(____) _____ - _____

Contact Name: _____

Fax number:

(____) _____ - _____

Mailing Address

Email address:

City

State

Zip code

MDES USE ONLY

MS Job Order Number _____

Job Order Start Date _____ Job Order End Date _____

Notes:

Attachment 1. Additional Worksites * Required

Street

City*

State*	Zip code
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Zip code

County*

Street

City*

State*	Zip code
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Zip code

County*

Street

City*

State*	Zip code
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Zip code

County*

Street

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State*	Zip code
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State*	Zip code
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Zip code

County*

Street

City*

State*	Zip code
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Zip code

County*
