

JOB SEEKER AGRICULTURAL CHECKLIST (E-50) INSTRUCTIONS

Information for filling out this form should be taken from the clearance order hard copy.

- Item 1- Enter job posting number
- Item 2- Enter name of employer
- Item 3- Enter directions on how to locate employer
- Item 4- Enter anticipated starting and ending date of employment
- Item 5- Enter normal hours worked per day and normal number of days worked per week
- Item 6- Enter crop and pay information
- Item 7- Enter work task to be performed
- Item 8- Enter transportation information
- Item 9- Enter housing information
- Item 10- Enter information on meals
- Item 11- Enter deductions
- Item 12- Information under “Notes to Worker.” Enter the date, which will be 10 working days before the starting date of employment listed on the clearance order. Working days are days that the Workforce Center will be open in the area of demand. The Workforce Center listed should be the office to which the job posting is assigned. The period of time when referred workers must contact the order-holding office to verify the date of need on the clearance order is no sooner than nine working days and no later than five working days prior to the original date of need cited on the clearance order.