



SUBSIDIZED WORKSITE REQUEST

GLENN COUNTY HUMAN RESOURCE AGENCY
Social Services Division
420 E Laurel Street
Willows, CA 95988

Employer: Phone: Email:		Occupational Title: (complete one form per occupational title)	
Mailing Address:		Nature of Business:	
Physical Address (if different from above):		Worker's Compensation Insurance Carrier:	
Basic Work Schedule:		Worker's Compensation Policy Number:	
Hourly Wage:		Pay period: Enter Weekly, Bi-Weekly, Semi-Monthly, monthly, other – Please Indicate	
Projected Benefit Cost (W/C, FICA, Insurance, etc.):		Projected # of Employees:	
Supervisor:			
Name & Title of authorized person to sign agreement:			
Name & Title of authorized person to sign invoices:			
Applications Accepted By:			
Fax or E-mail: (530) 934-6108 or scano@hra.co.glenn.ca.us Subject Line: CalWORKs Subsidized Employment Program Attention: Starrayne Cano		Mail: Glenn County Human Resource Agency 420 E. Laurel Street Willows, CA 95988 (530) 934-1490	
Job Description			
Preferred skills and abilities [Type a description of essential skills, abilities, educational requirements, certificates, etc. Use the details, Bulleted list style]			
Special Requirements (Drug testing, Uniform, Medical, etc.) [Type a description of any additional pre-hire requirements for a candidate who is applying for this position. Use the details, Bulleted list style]			
Additional Notes:			
Office Personnel Only:			
Reviewed By:		Date:	
Approved By:		Date:	
Last Updated By:		Date/Time:	