



WRTP/BIG STEP • 3841 W. Wisconsin Ave. Milwaukee, WI 53208
Office: (414) 342-9787 • Website: www.wrtp.org

Job Order: Email filled out Job Order Form to Racine@wrtp.org

Date: _____
Employer Name: _____
Project Name: _____
Project Job Site Address: _____
Employer Address: _____ City: _____ State: _____ Zip Code: _____
Contact: _____
Phone: _____ Fax: _____ Email: _____

Are you signatory to Union(s)? (Please List) _____

Number of positions recruiting for: _____

Job Description of who you are looking for: (example what skills do they need to have, what tools do they need to have, what the client will be doing)

When are they needed? _____

How long is the project? _____

Job Title: _____ **Job Position (Circle One):** **Union** **Non-Union**

Shifts available: _____ Estimated Starting Wage(s): _____

Necessary Qualifications for All Positions (Check those that Apply):

- | | |
|--|--|
| <input type="checkbox"/> HSD/GED/HSED | <input type="checkbox"/> Drug Test |
| <input type="checkbox"/> Construction Experience | <input type="checkbox"/> RWP Certified |
| <input type="checkbox"/> Drivers license | <input type="checkbox"/> COIN Certified |
| <input type="checkbox"/> Zip code requirement | <input type="checkbox"/> Reliable Transportation |

Referral Process: We screen interested/qualified candidates and once confirmed will email you their resume for you to review and reach out/provide feedback. Attach