**POSITION: {{positionTitle}}**

**CATEGORY: Professional**

**COMPANY’S NAME: {{companyName}}**

**Note – This is for the purposes of DOL Compliance and not for our internal use and so strict compliance is advised, moreover after you complete the report, Electronic Signature can be done to complete the report -**

|  |  |  |  |
| --- | --- | --- | --- |
| **Start date of Recruitment** | **{{recruitmentStartDate}}** | **End Date of Recruitment** | **{{recruitmentEndDate}}** |

|  |  |
| --- | --- |
| **Total Number of Hires Based on Recruitment Efforts** | Zero (0) |
| **Total Number of Applicants rejected for Lawfully Job-Related Reasons** | **{{rejectedApplicants}}** |

1. **News Paper Advertisements -** Two consecutive Sundays **{{sundayNewspaperName}}: {{sundayPublishing1Date}} and {{sundayPublishing2Date}}**

|  |  |  |
| --- | --- | --- |
| **Job Requirement Recruitment Effort** | **Number of Candidates Applied and Rejected for the Position** | **Comments (Reasons for Rejection)** |
| No Degree | Zero (0) |  |
| Degree not in Relevant Field | Zero (0) |  |
| No Experience | Zero (0) |  |
| No Related Experience | Zero (0) |  |
| Does Not Possess Knowledge and Ability to Perform Job Duties Pursuant to Filed ETA  9089 | Zero (0) |  |
| Requires Sponsorship | Zero (0) |  |
| Not willing to Travel or Relocate as Required for the Position | Zero (0) |  |
| Rejected Position Based on Salary | Zero (0) |  |
| Additional Reasons (if any) | Zero (0) |  |

1. **Job Order:** SWA Job Order posted on **{{jobOrderState}}** State Job bank portal from **{{jobOrderStartDate}}** to **({{jobOrderEndDate}}.**

|  |  |  |
| --- | --- | --- |
| **Job Requirement Recruitment Effort** | **Number of Candidates Applied and Rejected for the**  **Position** | **Comments (Reasons for Rejection)** |
| No Degree | Zero (0) |  |
| Degree not in Relevant Field | Zero (0) |  |
| No Experience | Zero (0) |  |
| No Related Experience | Zero (0) |  |
| Does Not Possess Knowledge and Ability to Perform Job Duties Pursuant to Filed ETA  9089 | Zero (0) |  |
| Requires Sponsorship | Zero (0) |  |
| Not willing to Travel or  Relocate as Required for the Position | Zero (0) |  |
| Rejected Position Based on Salary | Zero (0) |  |
| Additional Reasons (if any) | Zero (0) |  |

# Professional Position: Additional Step Recruitments:

**Step 1: Company's Website:** Posted on **{{websitePostStartDate}}** to **{{websitePostEndDate}}.**

|  |  |  |
| --- | --- | --- |
| **Job Requirement Recruitment Effort** | **Number of Candidates Applied and Rejected for the Position** | **Comments (Reasons for Rejection)** |
| No Degree | Zero (0) |  |
| Degree not in Relevant Field | Zero (0) |  |
| No Experience | Zero (0) |  |
| No Related Experience | Zero (0) |  |
| Does Not Possess Knowledge and Ability to Perform Job Duties Pursuant to Filed ETA  9089 | Zero (0) |  |
| Requires Sponsorship | Zero (0) |  |
| Not willing to Travel or Relocate as Required for the  Position | Zero (0) |  |
| Rejected Position Based on Salary | Zero (0) |  |
| Additional Reasons (if any) | Zero (0) |  |

**Step 2: Local or Ethnic Newspaper:** Posted on **{{1dAdvertisementName}} on {{1dAdvertisementDate}}**

|  |  |  |
| --- | --- | --- |
| **Job Requirement Recruitment Effort** | **Number of Candidates Applied and Rejected for the**  **Position** | **Comments (Reasons for Rejection)** |
| No Degree | Zero (0) |  |
| Degree not in Relevant Field | Zero (0) |  |
| No Experience | Zero (0) |  |
| No Related Experience | Zero (0) |  |
| Does Not Possess Knowledge and Ability to Perform Job Duties Pursuant to Filed ETA  9089 | Zero (0) |  |
| Requires Sponsorship | Zero (0) |  |
| Not willing to Travel or Relocate as Required for the Position | Zero (0) |  |
| Rejected Position Based on Salary | Zero (0) |  |
| Additional Reasons (if any) | Zero (0) |  |

**Step 3: Job Search Website:** Posted on **{{14dPublicationName}}** from **{{14dPublicationStartDate}}** to **{{14dPublicationEndDate}.**

|  |  |  |
| --- | --- | --- |
| **Job Requirement Recruitment Effort** | **Number of Candidates**  **Applied and Rejected for the Position** | **Comments (Reasons for Rejection)** |
| No Degree | Zero (0) |  |
| Degree not in Relevant Field | Zero (0) |  |
| No Experience | Zero (0) |  |
| No Related Experience | Zero (0) |  |
| Does Not Possess Knowledge and Ability to Perform Job Duties Pursuant to Filed ETA  9089 | Zero (0) |  |
| Requires Sponsorship | Zero (0) |  |
| Not willing to Travel or Relocate as Required for the  Position | Zero (0) |  |
| Rejected Position Based on Salary | Zero (0) |  |

Additional Reasons (if any) Zero (0)

1. **Notice of Posting:** Notice of Posting as per DOL PERM Regulations was posted in conspicuous locations at the work location for ten (I0) consecutive business days commencing on **{{internalPostStartDate}}** to **{{internalPostEndDate}}.**While so posted, it was clearly visible and unobstructed as required by Federal Regulations.

|  |  |  |
| --- | --- | --- |
| **Job Requirement Recruitment Effort** | **Number of Candidates Applied and Rejected for the**  **Position** | **Comments (Reasons for Rejection)** |
| No De2ree | Zero (0) |  |
| Degree not in Relevant Field | Zero (0) |  |
| No Experience | Zero (0) |  |
| No Related Experience | Zero (0) |  |
| Does Not Possess Knowledge and Ability to Perform Job Duties Pursuant to Filed ETA  9089 | Zero (0) |  |
| Requires Sponsorship | Zero (0) |  |
| Not willing to Travel or Relocate as Required for the  Position | Zero (0) |  |
| Rejected Position Based on Salary | Zero (0) |  |
| Additional Reasons (if any) | Zero (0) |  |

In view of the above results, we hereby request your good offices to kindly approve the labor certification filed on behalf of the beneficiary alien. We appreciate your processing and approving this application as expeditiously as possible and notifying us accordingly of the approval.

Thank you for your time and attention to this matter.

Sincerely,

Authorized Signatory

**{{companyName}}**