
Subject: Pacific Gas & Electric Company: ACTION REQUIRED for your employment. (IBEW)

From: HR Recruiting (hr-pgecorp@invalidemail.com)

To: stephen.b.kent@sbcglobal.net;

Date: Tuesday, February 7, 2012 4:08 PM



February 7, 2012

Stephen Kent
735 College Street
Woodland, California 95776

Hello Stephen,

On behalf of Pacific Gas and Electric Company, I am pleased that you have accepted the offer for the temporary position of Hiring Hall Service Rep - Inexperienced. Your supervisor is Rodney L Fryer and your position is based in Stockton. You will be paid bi-weekly. Your rate will be \$18.36 per Hourly (subject to payroll system rounding). In addition you will be paid a benefit equivalent of 25% based on the straight time hourly rate of your base classification for all hours worked.

Before we can establish your start date you must successfully complete all required pre-employment activities. Pre-employment requirements include:

- Verification of the content of your completed Job Application
- Criminal background check
- Reference checks
- Passing a drug analysis examination
- Verification of your eligibility to work in the United States, as defined in the Immigration and Control Act. Pacific Gas and Electric Company reserves the right to terminate your employment should you fail to possess or maintain such work authorization, or if such work authorization expires.

- Confirmation of your identity with a government-issued ID or other acceptable document.

If you have any questions please feel free to contact me.

Sincerely,

Tiffany S. Authier

Recruiting

Pacific Gas and Electric Company

TSA0@PGE.COM

925-270-2933

Your Next Steps:

1. Pre-employment drug screen information and instructions:

You should have already received an email from donotreply@escreen.com with all of your pre-employment drug screen appointment details. If you have not already received an e-mail from eScreen, please contact me ASAP (Tiffany Authier 925-270-2933).

The remainder of the pre-employment process will also begin immediately, however, results may take up to 10 business days.

Please bring a valid driver's license or photo ID to the clinic. You will be providing the clinic with a urine sample for drug screening.

Please carefully read the following instructions regarding your drug test:

- You have 3 business days from the time you accept the job offer to take your drug test.
- Failure to complete the drug testing within 3 business days is considered a rejection of the Company conditional employment offer.
- Be aware of your fluid intake prior to testing. Do not drink excessive fluids. If you produce a diluted urine specimen, you will be allowed one re-test. Two tests with diluted results will preclude you from any future employment opportunities with PG&E. (Please drink coffee, juice, soda or water intake less than 40 oz.)
- Once you have signed in at the drug testing facility, if you do not provide a

sufficient urine sample for any reason or choose to abandon the testing process, your actions will result in your test being viewed as a positive drug test, and your job offer will be rescinded.

2. Background Check:

You need to complete documentation required to process a background investigation within 48 hours. You will shortly receive two emails from NoReply-PGE@VI.com with instructions to initiate this process. Once the pre-employment process is completed, you will be contacted by email to confirm the start date and other related information. Please feel free to contact me if you have any questions (925-270-2933).

Best Regards,

Tiffany S. Authier
Recruiting
Pacific Gas and Electric Company
TSA0@PGE.COM
925-270-2933

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