

**FIRST SOURCE JOB ORDER
- NON-UNION -**

PLEASE SUBMIT THIS "JOB ORDER FORM" TO THE FEC/KCMO FIRST SOURCE HIRING PROGRAM BY FAX, EMAIL OR HAND DELIVER TO THE ATTENTION OF ANGELA BROWN-KENDALL, COORDINATOR, (816) 471-2330 EXT. 363, FAX (816) 471-0936, akendall@feckc.org OR BRENDA ANDREWS, (816) 471-2330, EXT 486, bandrews@feckc.org

MUST BE RECEIVED NO LATER THAN 14 WORKING DAYS BEFORE THE JOBS LISTED ARE PROJECTED TO BE FILLED.

YOU WILL RECEIVE NOTIFICATION WITHIN 24 HOURS THAT YOUR JOB ORDER HAS BEEN RECEIVED.

FOR QUESTIONS PLEASE EMAIL OR CALL. ANGELA BROWN-KENDALL, (816) 471-2330 EXT. 363, akendall@feckc.org OR BRENDA ANDREWS, (816) 471-2330, EXT 486., bandrews@feckc.org



PROJECT TITLE	
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CONTRACTOR INFORMATION	
CONTRACTOR	
PROJECT MANAGER	
ADDRESS	
PHONE NUMBER	
EMAIL ADDRESS	

JOBS INFORMATION

LIST ALL NON-UNION JOB TITLES	NUMBER TO BE FILLED	EMPLOYMENT OFFICE LOCATION	EMPLOYMENT HIRING OR HR CONTACT	EMPLOYMENT OFFICE PHONE NUMBER	EMPLOYMENT OFFICE HOURS	SALARY/ RATE OF PAY	DATE JOB TO BE FILLED	WORK SCHEDULE	EXPECTED DURATION OF JOB	PROJECT START DATE



