



Career Development Program
Mesa County WFC

Work Experience Proposal

Proposed Position Title: _____

Hours per week (up to 29): _____ Work Experience Wage: _____

Worksite Employer: _____

Worksite Address: _____

Email Address: _____ Phone Number: _____

Contact Person: _____ Supervisor of intern (if different): _____

Employer/ Job Site FEIN: _____

We have an active Employer Account in connectingcolorado.com? Yes No

We need assistance creating/updating an Employer Account in connectingcolorado.com? Yes No

*An Employer Account must be active in ConnectingColorado.com prior to WE proposal approval

Job description/Duties assigned to intern:

Please fill out & attach complete job description

- 1. _____
2. _____
3. _____
4. _____
5. _____

Minimum qualifications needed for intern candidate:

Physical requirements of position:

Attestation of Worksite Supervisor:

- a. No individuals are on layoff from the same or any substantially equivalent job within the company or organization, and
b. No existing regular employees were terminated to create the vacancy that will be filled by the program participant
c. The Worksite will comply with all applicable state and federal labor laws.
d. I understand that monitoring or evaluation of the worksite by both the state and local representatives may occur.
e. I understand that while an individual is placed on a work experience they cannot be engaged in any political activities, support any religious group, or promote or oppose unionization.

I agree with the information provided within this proposal and will comply with all requirements

Signature of Site Supervisor Sarah Gray Date _____

Signature of Intern _____ Date _____

Signature of CDP Case Manager _____ Date _____



RELEASE AND WAIVER OF LIABILITY AGREEMENT

Work Experience Participants

Express Employment, hereinafter referred to as We or Our and You referring to your business or agency.

1. Express Employment will provide all wages, taxes, withholding, and workers' compensation. Medical benefits and vacation pay are not available to participants. We recruit and assign participants to you to perform the job duties you specify. You agree to notify us if those duties or workplace of participants change.
2. Express Employment complies with all Federal, State, and Local employment laws and regulations. You agree to provide our participants with a safe, suitable workplace and equipment, and to comply with all applicable Federal, State, and Local laws including appropriate workplace-specific safety and health training that adequately addresses potential hazards at your worksite. You agree to indemnify and hold Express Employment harmless from claims or damages resulting from your non-compliance with applicable laws and regulations. Express Employment pays work experience participants promptly, based on information approved by you.
3. Express Employment provides insurance to cover Workers' Compensation and General Liability. You agree to maintain liability insurance for any motor vehicle, forklift, or other low speed or utility vehicles operated by an Express Employment participant, and agree to waive all rights of recovery against Express Employment as the employer for the Express Employment participant.
4. All services performed by our participants shall be under your direction, supervision and control, and you shall be responsible for ensuring that the services meet your requirements and agree that we are not responsible for the accuracy or correctness for the resulting work product.
5. If our participants have access to unattended premises or the care, custody, or control of cash, checks, credit card number, ATM bank cards, negotiable, confidential information, trade secrets, or other valuable property, then you agree to indemnify and hold us harmless from any resulting loss or damage.
6. Express Employment will provide participants for positions where operating a low speed, utility vehicle and forklift if notified in writing prior to an assignment. We must know in advance, so we can assign participants who are qualified to meet your specifications. During an assignment, if our participants operate a low speed, utility vehicle or forklift you agree to indemnify and hold us harmless for bodily injury, property damage, collision, or public liability claims, regardless of fault. Express Employment participants must not operate a motor vehicle or heavy equipment at any point while on the job as part of the job duty.
7. You supervise, direct, and control the work performed by Express Employment participants, and assume responsibility for all operational results, including losses or damage to property or data in the care, custody, or control of an Express Employment participant. You agree to indemnify and hold us harmless from any claims or damages that may be caused by your negligence or misconduct, and agree on behalf of your insurer(s) to waive all rights of recovery (subrogation) against us.
8. Express Employment will, at your written request, conduct a Colorado criminal history check as permitted by state law.

Company/Agency: _____

Signature: _____

Date: _____

Contact Information:
Lindsay Bullock (970) 248-7562 or
Renee Patterson (970) 248-0866