



For BCIB Use	Date/Time Received: _____
	Received By: _____

CONTRACTOR EMPLOYEE REQUEST

Contractor Request #: _____

Contractor: _____	Jobsite: _____
Tel: _____	Start Date: _____
Email: _____	Reporting to/Supervisor: _____
	Ref #: _____

Instructions:

1. Enter 1 job classification per row
2. Include any Name Hires and Name Requests in additional addendum List(s).
3. Contractors requiring employees from multiple trades must fill separate requests for each trade section
4. For requests exceeding current page, the contractor may use additional pages under the same request number.

No. of Employees	Trade Section	Job Classification	Job Code	Wage Rate	Start Time	Shift	Days per week	Work Duration

Reporting To/Worksite Details (for projects with multiple locations):

Job Description (including general duties/work environment/tools and equipment to be used, etc.):

Technical Qualifications/Certificates/Tickets/Training Required (if preferred, but not required please note):

Additional Information:

Authorizing Signature:	
Please Print Name:	



Contractor Request #: _____
 Addendum List#: _____

BC Infrastructure Benefits CONTRACTOR EMPLOYEE REQUEST

Instructions:

1. Create multiple Addendum Lists for each request when Name Hires and Name Requests exceed 10 entries
2. Name Hires and Name Requests will be dispatched in the sequence order as listed.
3. When hiring for Supervisors, Rehires, Owner Operators, under an Enabling Agreement, or as part of an AA/IBA/Agreement please indicate in the appropriate check box

Name Hires:

Note - "Name Hires" must be residents of Canada for a period of six (6) months.
 To qualify for a "Name Hire" under this clause, the individual must have been employed by the Employer (BCIB) or Contractor for **at least six (6) months in the last two (2) years** and **must have the experience, training and required qualifications** where applicable.
 "Name Hires" **may** or **may not** be members of the Affiliated Union at the time of deployment.

CBA Priority	Candidate Name	Contact Info	Job Classification	Supervisor	Rehire	Enabling Agreement	Owner Operator

Name Request:

Note - When the Contractor puts forward an individual as a "Name Request" hiring will be completed pursuant to clause 8.600 and Article 9.00 of the CBA. Ref. Article 2.315 of CBA for "Local Resident(s)" definition.

Sr. No	CBA Priority	Candidate Name	Contact Info	Job Classification	AA/IBA/ Agreement
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					