



3115 Ridge Road - Perkasie - PA - 18944

**Lisa Walck - 215-795-2911 ext 242 - lwalck@ubtech.org
or Marianne Deose - 215-795-2911 ext 215 - mdeose@ubtech.org**

Please complete the following information to be posted within our school. Job will be posted for 60 days.

Date: _____ Student Job Title: _____

Company: _____

Company Address: _____

Company Phone: _____ Company Email: _____

Contact Person: _____

FT, PT or Seasonal: _____ Age requirement for this position: _____

Work Schedule/Hours: _____

Student's Detailed Job Description:

Skills Required: _____

Tools Provided by the Applicant: _____

Dress Code Required: _____

Student's Mentor: _____

Mentor's Phone: _____ Mentor's Email: _____

If the student is under 18yo, the direct supervisor would need to obtain 3 clearances (FBI fingerprinting, criminal background check and child abuse history). This is a requirement by UBCTS for the school to work program.

If a student is hired to work as part of our school to work program, you will be required to supply UBCTS with your current worker's compensation declaration page.

If a student is hired to work as part of our school to work program, we are required to have an in person meeting with the employer, parent, student and UBCTS representative to go over responsibilities and obtain signatures prior to the student working.

