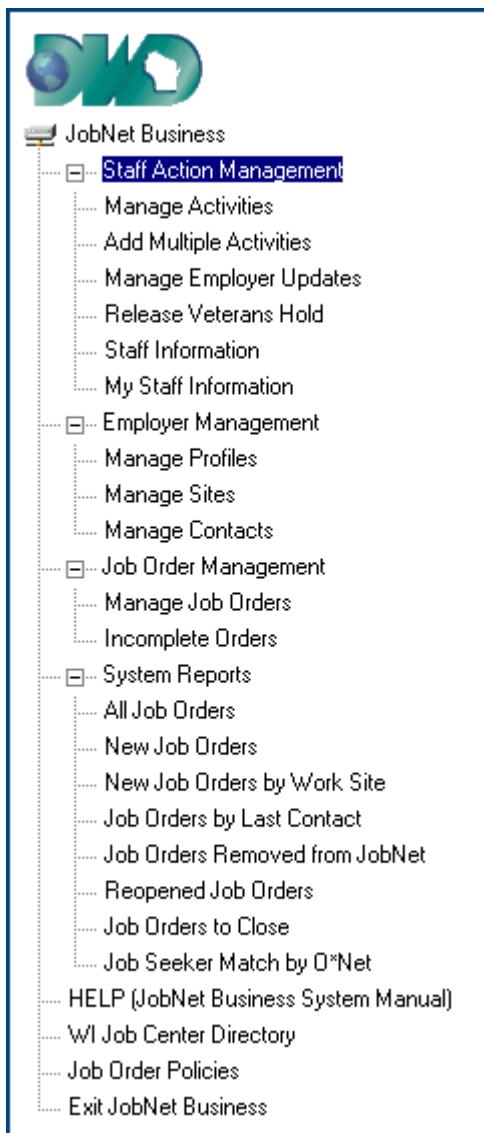


JobNet Business Changes

System Change

The following changes have been made in JobNet Business:

Staff with Employer Only access to JobNet Business no longer can view the Pending Orders List and the Request for Assistance List. The change was made because those items are handled by job order staff.



Email Sent to Private Employment Agencies

An email was sent to all Contact Persons in JobNet Business attached to a private employment agency, notifying them of the change in job order policy A16. Private Employment Agencies <http://www.wisconsinjobcenter.org/jobnetbiz/archive/072208bJNB.pdf>

The text of the email was:

You are receiving this message because you are listed as a Contact Person for a private employment agency that lists job openings on Wisconsin JobNet.

Recently the Wisconsin Department of Workforce Development revised its policy regarding job orders from private employment agencies. The revised policy simplifies the process for private employment agencies posting job orders on Wisconsin JobNet.

Effective immediately, private employment agencies may enter all types of job orders - temporary, direct hire, professional employer organization, plus openings for your own staff - on Wisconsin JobNet. The private employment agency's name, address and telephone number will appear on the job order.

Private employment agencies must comply with the following:

- Fully and accurately describe the situation on the job order. For example, is this a direct hire, temporary, or PEO situation? Will the person hired be working at one location, multiple locations, or will the situation change from day to day or week to week?
- List the name of the work site employer in the "Comments to Job Center Staff" field on the bottom of tab #5 Details in JobNet Business. **The name of the work site employer will not be shared with job seekers.**

A job order will not be placed on JobNet until these conditions listed are met, and any questions or policy issues are resolved.

Job orders will be identified to job seekers on JobNet with the Employment Agency icon (this is not a change from past practices), and will have the following statement appear on the job order:

"This position is listed by a private employment agency. The agency is the legal employer. No fee will be charged of the job applicant."

Memo Rescinded Regarding Skil-Tech, Tradesmen International and US Tech Force Inc

The April 23 memo titled "Skil-Tech, Tradesmen International, and US Tech Force Inc Job Orders - Updated Information"

<http://www.wisconsinjobcenter.org/jobnetbiz/archive/042308bJNB.pdf> has been rescinded. It is no longer valid.

Upon a further, detailed review of these companies, a determination was made that these companies are Professional Employer Organizations (PEOs). Therefore, effective immediately, they will be treated the same as any other private employment agency under job order policy A16. Private Employment Agencies (including Temporary, Direct Hire, and PEO) http://dwd.wisconsin.gov/jobservice/joborder/section_a.htm#Private_Employment_Agencies.

Representatives of these three companies have been contacted with an explanation of this decision. Effective immediately, new or reopened job orders from these companies will be held to the A16. Private Employment Agencies (including Temporary, Direct Hire, and PEO) policy.

Job Order Fax Form DETB-8926


Several people contacted the JobNet Business Help Desk last week because they either could not find the form, or they could not access the form.

A link to the form is available from job order policy A11. Job Order Fax Form DETB-8926.

This link also takes you to the form

http://dwdworkweb/forms/dws/pdf/detb_8926.pdf

The form is an internal DWD form, so can only be accessed by DWD staff. Partner staff, please work with a Job Service staff person to obtain a copy of the form.

<p>State of Wisconsin Department of Workforce Development</p> <p>Return to: Wisconsin JobNet Call Center Fax: 888-720-5627 (toll-free)</p>	 <p>Job NET Job Order</p> <p>You may enter your Job Orders at: jobnet.wisconsin.gov/business</p>
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This message has been posted to the web site (<http://www.wisconsinjobcenter.org/jobnetbiz>) that holds the JobNet Business announcements. The archive holds the current edition, and all previous editions.

These editions are delivered in Adobe PDF format for online reading or downloading. The web site has a link to the DWD Viewers Download Page (<http://dwd.wisconsin.gov/viewers.htm>) to find links to software which may be necessary to view the publications.

To subscribe or unsubscribe from this list, visit <http://www.wisconsinjobcenter.org/signup>.