



**Independent Electrical Contractors, Inc.**  
**FLORIDA WEST COAST CHAPTER**

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Phone: 727-499-0727 • Toll Free: 866-395-3922 • Fax: 727-499-0732

**MANPOWER COORDINATION PROGRAM**  
**HIRE AND TERMINATION REPORT**

\_\_\_\_\_  
*Employee* *Phone Number*

\_\_\_\_\_  
*Address*

**CLASSIFICATION:**

- Master Electrician
- Journeyman, Licensed: *(check one)*  Yes  No Where: \_\_\_\_\_
- Mechanic
- Apprentice: *(check one)*  C  R  VDV Year: \_\_\_\_\_
- Trainee
- Helper, Years Experience: *(check one)*  1  2  3  4
- Service

**DATE OF ACTION:**

- Hire Date: \_\_\_\_\_
- Layoff Date: \_\_\_\_\_
  - Permanent
  - Temporary
- Termination Date: \_\_\_\_\_
  - Probationary Discharge
  - Voluntary Quit
  - Abandoned Job
  - Found Other Work
  - Poor Performance / Attendance
  - Other \_\_\_\_\_

**REHIRE:** *(check one)*

- Yes
- No

**COMPANY NAME:** \_\_\_\_\_