



**APPLICATION for EMPLOYMENT**  
AN EQUAL EMPLOYMENT OPPORTUNITY CORPORATION

Name \_\_\_\_\_ Social Security # \_\_\_\_\_  
First Middle Last

Address \_\_\_\_\_  
Street City State Zip Code

Telephone# (\_\_\_\_) \_\_\_\_\_ Cell # (\_\_\_\_) \_\_\_\_\_ E-Mail address \_\_\_\_\_

Have you ever been employed here before? \_\_\_\_yes \_\_\_\_no If yes, what year? \_\_\_\_\_

Were you referred to the company? If so how? \_\_\_\_\_

Are you legally eligible for employment in the United States of America? \_\_\_\_yes \_\_\_\_no

Date available for work \_\_\_\_/\_\_\_\_/\_\_\_\_ What is your desired salary range? \$ \_\_\_\_\_

Gulf Coast Rebar Inc. has a pre-employment, post-accident, and random drug screening policy. Are you willing to comply with this policy? \_\_\_\_yes \_\_\_\_no

**EMERGENCY CONTACT(S)**

#1 Name \_\_\_\_\_ Relationship to you \_\_\_\_\_

Address \_\_\_\_\_  
Street City State ZipCode

Telephone# (\_\_\_\_) \_\_\_\_\_ Cell # (\_\_\_\_) \_\_\_\_\_

#2 Name \_\_\_\_\_ Relationship to you \_\_\_\_\_

Address \_\_\_\_\_  
Street City State ZipCode

Telephone# (\_\_\_\_) \_\_\_\_\_ Cell # (\_\_\_\_) \_\_\_\_\_

**SKILLS / QUALIFICATIONS / CERTIFICATIONS**

Years of Experience related to the reinforcing steel industry \_\_\_\_\_

List all skills, qualifications, & certifications that may apply to you (you may attach a resume or additional documents):

\_\_\_\_\_  
\_\_\_\_\_

**EMPLOYMENT HISTORY** Starting with your most recent employer, provide the following information:

#1 Employer \_\_\_\_\_ Telephone # \_\_\_\_\_

Dates employed: \_\_\_\_\_ to \_\_\_\_\_ Supervisor and title \_\_\_\_\_

Reason for leaving? \_\_\_\_\_

#2 Employer \_\_\_\_\_ Telephone # \_\_\_\_\_

Dates employed: \_\_\_\_\_ to \_\_\_\_\_ Supervisor and title \_\_\_\_\_

Reason for leaving? \_\_\_\_\_

\*Equal access to programs, services, and employment is available to all persons. Those applicants requiring reasonable accommodation to the application and/or interview process should notify a representative of the Company.

**APPLICANT STATEMENT**

I certify that all information I have provided in order to apply for and secure work with this employer is true, complete and correct.

I expressly authorize, without reservation, the employer, its representatives, employees or agents to contact and obtain information from all references (personal and professional), employers, public agencies, licensing authorities and educational institutions and to otherwise verify the accuracy of all information provided by me in this application, resume or job interview. I hereby waive any and all rights and claims I may have regarding the employer, its agents, employees or representatives, for seeking, gathering and using truthful and non-defamatory information in a lawful manner, in the employment process and all other persons, corporations or organizations for furnishing such information about me.

I understand that this employer does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or eliminating any applicant from consideration for employment on any basis prohibited by applicable local, state or federal law.

If I am hired, I understand that I am free to resign at any time, with or without cause and with or without prior notice, and the employer reserves the same right to terminate my employment at any time, with or without cause and with or without prior notice except as may be required by law. This application does not constitute an agreement or contract for employment for any specified period or definite duration I understand that no supervisor or representative of the employer is authorized to make any assurances to the contrary and that no implied oral or written agreements contrary to the foregoing express language are valid unless they are in writing and signed by an authorized company representative.

I understand that if I am hired, I will be required to provide proof of identity and legal authorization to work in the United States of America and that federal immigration laws require me to complete an I-9 Form in this regard. I am aware the employer uses E-Verify to validate identity and I authorize them to do so upon employment. Employment is also subject to the applicable 90 day introductory period, as well as the company’s employment policies, as amended from time to time, at the discretion of the company. The acceptance of this application does not necessarily indicate that there are positions open at present.

I understand that any information provided by me that is found to be false, incomplete or misrepresented in any respect, will be sufficient cause to (1) eliminate me from further consideration for employment, or (2) may result in my immediate discharge from the employer’s service, whenever it is discovered.

**DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE APPLICANT STATEMENT.**

I certify that I have read, fully understand and accept all terms of the foregoing Applicant Statement.

**Signature of Applicant** \_\_\_\_\_ **Date** \_\_\_\_/\_\_\_\_/\_\_\_\_

## New Hire EEO-1 Data Sheet / AFFIRMATIVE ACTION SURVEY

Please complete this New Hire EEO-1 Data Sheet. It will supply us with information we need for federal reporting obligations. Please be advised that this information will be used and kept confidential, in accordance with applicable laws and regulations. This information will not be used as the basis for any adverse employment decision.

Name \_\_\_\_\_ Social Security # (last 4 digits) \_\_\_\_\_  
Last First Middle

### EEO-1 Self-Identification

We are subject to certain government recordkeeping and reporting requirements for the administration of civil rights laws and regulations. To comply with these laws, we invite you to voluntarily self-identify your race or ethnicity. **Submission of this information is voluntary and refusal to provide it will not subject you to any adverse treatment.** The information obtained will be kept confidential and separate from personnel files. It may only be used in accordance with the provisions of applicable laws, executive orders, and regulations, including those requiring information to be summarized and reported to the federal government for civil rights enforcement. When reported, data will not identify any specific individual.

Gender:  Male  Female

Please check the EEO Identification Group that best applies to you:

- Hispanic or Latino:** A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
- OR -
- White (Not Hispanic or Latino):** A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.
- Black or African American (Not Hispanic or Latino):** A person having origins in any of the black racial groups of Africa.
- Native Hawaiian or Other Pacific Islander (Not Hispanic or Latino):** A person having origins in any of the peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- Asian (Not Hispanic or Latino):** A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- American Indian or Alaska Native (Not Hispanic or Latino):** A person having origins in any of the original peoples of North and South America (including Central America), and who maintain tribal affiliation or community attachment.
- Two or More Races (Not Hispanic or Latino):** All persons who identify with more than one of the above races, excluding those who identify themselves as Hispanic or Latino.

Check if applicable:  Disabled/Handicapped  Vietnam Era Veteran  Disabled Veteran

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

*If you should have any questions regarding this form, please contact the office at 813-247-1200.*

January 1, 2020

To: All Employees

**Re: SAFETY POLICY**

Gulf Coast Rebar Inc. requires each employee sign acknowledging they have read and understand Gulf Coast Rebar's safety policy and procedures.

The policy states ALL injuries must be reported to the foreman or supervisor immediately at the time of injury, before leaving the job site. If a foreman or supervisor is unavailable, the office must be contacted at (813)247-1200.

Regardless of whether you file a worker's comp claim, all injuries are to be reported prior to leaving the job site. Reporting injuries in a timely manner protects your rights as well as the rights of Gulf Coast Rebar Inc.

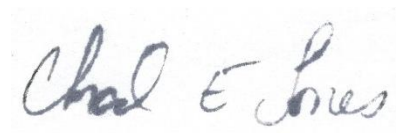
You, the employee, are to keep the safety policy with you in your vehicle. All foremen please *note*, it is an OSHA violation If you do not keep a copy of the safety policy in your vehicle at the job site or in the office or gang box if you have one on site. A copy of the policy is enclosed for your use.

If you have any questions or concerns regarding this matter, please contact me directly at (813)247-1200.

**MANDATORY**

**DO NOT LEAVE THE JOB IF YOU ARE INJURED WITHOUT NOTIFYING EITHER  
YOUR SUPERVISOR OR THE OFFICE!**

Sincerely,

A handwritten signature in black ink that reads "Chad E Jones". The signature is written in a cursive style and is positioned above the typed name and title.

Chad E. Jones  
President

## SAFETY PROCEDURES

Gulf Coast Rebar Inc. is committed to providing a safe and healthy work environment, free of recognized hazards. **No job is too important to place work activities ahead of ironworker's safety.**

1. Report and hazardous condition to your foreman.
2. Do not proceed to work in unsafe areas and if necessary, guard against others entering an unsafe area until the hazard has been corrected.
3. All employees are required to work safely and comply with established Federal, State, and local safety regulations, as well as any safety procedures Gulf Coast Rebar Inc. may implement.
4. If unsure how to perform a task safely, stop and ask your foreman.
5. Employees engaged in installing reinforcing steel must use fall protection when working above 6 feet.
6. Fall protection is to be worn when working aloft.
7. OSHA requires connectors to use fall protection when working above 30 feet.
8. Inspect your fall protection or positioning chain prior to use, for cuts, abrasions, deformities, and burns. Ensure snap-hooks operate and close correctly. Turn in unserviceable fall protection.
9. All holes must be *covered* or barricaded. Never leave an open hole without appropriate protection
10. Leading edges must be protected with guardrails, perimeter cables or warning lines. Warning lines must be placed a minimum of 6 feet from the edge.
11. Hard hats must be worn at all times when on a job site.
12. ANSI- approved safety glasses or a face shield must be worn when exposed to an eye hazard, such as when reaming, using a deck saw, impacting bolts or any other activity that may result in an eye injury.
13. Wear appropriate clothing and boots for work.
14. Only trained, qualified personnel may engage in connecting integral structural steel members.
15. Drug and alcohol use is strictly prohibited.
16. Fuel may be stored only in metal. Type I or Type II safety compliant containers which are equipped with a spark arrestor with self-closing top.
17. Employees are required to wear an approved reflective vest at all times on the job site.
18. Extension cords must be free of cuts, abrasions and other damage. Ground prong must be intact always. Inspect cords prior to using for safety.
19. GFCI must be installed between power source and extension cord or electrical power tool.
20. Check tool for proper condition prior to use.
21. Ladders must extend 3 feet above the landing, secured at the top and set up at a 4 x 1 angle to the structure. Inspect ladder prior to use for cracks, broken rungs, and proper condition
22. Only authorized and qualified personnel may operate man-lifts. A harness and lanyard must be used when operating the man-lift from the platform, even when simply driving or moving the equipment. Inspect man lift prior to use.
23. Check rigging prior to use. Discard defective rigging.
24. Inspect welding leads and torch hoses for cuts, abrasions, and holes prior to use. Never perform hot work without an extinguisher.
25. Scaffolds are to be erected by a qualified person, under the action of a foreman, on a firm level, surface, properly planked and with each section secured. Inspect scaffold prior to use.
26. MSDS sheets are located on site (\*see foreman).

I have received a copy of Gulf Coast Rebar Inc. safety procedures and understand that I am required by OSHA regulations and Company policy to comply with all established safety standards and will be subject to disciplinary action, including termination, for failing to work safely.

\_\_\_\_\_  
Employee Name (Print)

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor Name (Print)

\_\_\_\_\_  
Supervisor Signature

\_\_\_\_\_  
Date

## **DRUG FREE WORKPLACE POLICY**

Gulf Coast Rebar Inc. is committed to maintaining a safe, healthy and productive workplace. For this reason Gulf Coast Rebar Inc. requires and will enforce a zero tolerance policy for any and all use of drugs or alcohol in the workplace. Employees are not permitted to possess, consume, or distribute any drugs or alcohol in the workplace, or to report to work, or perform their duties while under the influence of drugs or alcohol.

**ANY** employee who violates this policy will be immediately terminated.

All employees must agree, as a condition of employment to a pre-employment drug test, random drug testing and post-accident drug testing.

I have read and understand the above zero tolerance policy and agree to abide by the terms of employment.

\_\_\_\_\_  
Employee Name (Print)

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

## Equal Employment Opportunity Policy

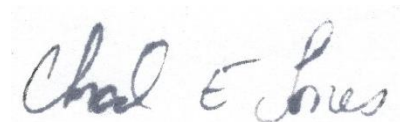
It is the policy of this company to assure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, age, national origin, and disability and/or handicap. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship, pre-apprenticeship, and/or on-the job training.

Gulf Coast Rebar recognizes that the effective application of an Equal Employment Opportunity Policy involves much more than just a statement of policy. We undertake our program of affirmative action to guarantee that the full benefit of equal opportunities are available to all our employees and to strongly encourage new applicants to seek employment and strive for advancement within the company.

A team effort is required to ensure success in this important endeavor. All employees at Gulf Coast Rebar Inc. are responsible for ensuring compliance with our policy and commitment regarding an equal opportunity environment.

Any employee or applicant who feels they have been discriminated against in violation of this policy should report their concerns promptly to our EEO Officer, Michele Adams, at (813) 247-1200. No employee will be punished for bringing a good faith report to the Company's attention.

Sincerely,

A handwritten signature in blue ink that reads "Chad E Jones". The signature is written in a cursive style with a blue background behind the text.

Chad Jones  
President

\_\_\_\_\_ (Employee Initials)

January 1, 2020

To: All Employees

**Re: NON-DISCRIMINATION IN EMPLOYMENT - EEO/ AA POLICY**

The undersigned currently holds contract with several contractors involving funds or credit of the U. S. Government of (a) subcontract with a prime contractor holding such contract(s).

You are advised that under provision of the above contract(s) or subcontract(s) and in accordance with Executive Order 11245, as amended, dated September 24, 1965 , the undersigned is obligated not to discriminate against any employee or applicant for employment because of race, color, creed, or national origin. This obligation not to discriminate in employment includes, but is not limited to the following:

**HIRING, PLACEMENT, UPGRADING, TRANSFER OR DEMOTION, RECRUITMENT, ADVERTISING OR SOLICITATION FOR EMPLOYMENT, TRAINING DURING EMPLOYMENT, RATES OF PAY OR OTHER FORMS OF COMPENSATION, SELECTION FOR TRAINING, INCLUDING APPRENTICESHIP, LAYOFF OR TERMINATION.**

This notice is furnished to you pursuant to the provisions of the above contract(s) or subcontract(s) and Executive Order 11246 and Executive order 22, as they have been amended.

Copies of this notice will be posted by the undersigned in conspicuous places available to employees, or applicants seeking employment. It has been furnished to each new employee when hired as well.

If anyone feels this policy is not being followed or there is discrimination with the company against him or her, he or she should contact me personally at 3609-A East 10<sup>th</sup> Ave, Tampa, FL 33605, (813)247-1200.

Sincerely,  
Michele Adams  
EEO Officer

\_\_\_\_\_ (Employee Initials)



Hereafter referred to as 'the Company' or 'this Company' has adopted this policy and plan.

Date: January 1, 2020

By: Chad E. Jones, President

Signature: 

## **EQUAL EMPLOYMENT OPPORTUNITY AND AFFIRMATIVE ACTION EEO/AA POLICY AND PLAN**

### **EEO/AA POLICY STATEMENT**

It is the policy of this company to comply and cooperate to the fullest extent with all applicable regulations of the Equal Employment Opportunity Provisions of the Civil Rights Act of 1964, Executive Order 11246, the Rehabilitation Act of 1973 (29 U.S.C.793), the Americans with Disabilities Act(ADA) of June 26, 1990 and the Vietnam Era Veterans Readjustment Assistance Act of 1972, all as amended. This policy pertains, as far as the responsibility of this Company is concerned, to any arrangement under which employees, including trainees, are selected for work.

It is the policy of this Company not to discriminate against any employee or applicant for employment because of race, religion, color, age, sex, and national origin, disabilities or Vietnam Era and Special Disabled Veterans status.

This Company will take affirmative action to assure an equal employment opportunity to all qualified persons, and that employees are treated equally during employment without regard to their race, religion, color, age, sex, national origin, disabilities, or Vietnam Era and Special Disabled Veteran's status. Such action shall include but not be limited to:

1. Employment, upgrading, demotion, or transfer.
2. Recruitment and recruitment advertising.
3. Layoff or termination.
4. Selection for training, including apprenticeship, pre-apprenticeship and/or on-the-job training.

### **EEO OFFICER DUTIES**

It is the policy of this Company to continuously maintain the appointment of an Equal Employment Opportunity Officer (EEO Officer). The name and contact information for the EEO Officer will be communicated along with this policy. The EEO Officer has responsibility for effectively administering and promoting an active program of equal employment opportunity. The EEO Officer will coordinate the EEO efforts of superintendents, supervisors, foremen, and others in position of hiring personnel.

This Company's EEO Officer has the responsibility for effectively administering and promoting an active program of equal opportunity within the Company. The EEO Officer will make recommendations, where appropriate, to correct any deficiencies found in the Company program. The EEO Officer will ensure that this policy and plan are being carried out.

### **EEO/AA PLAN**

It is the policy of this Company that there not be a discrimination by virtue of race, religion, color, age, sex, national origin, disabilities or Vietnam Era and Special Veterans status, in the functions of hiring, placement, up-grading, transfer or demotion. In addition there shall not be any discriminatory practices in recruitment, advertising, or solicitation for employment, rates of pay or other forms of compensation, selection for training, including apprenticeship, layoff or termination, or treatment during employment. The Company has affirmative action obligations in the hiring of minorities, females, disabled, and veteran's applicants.

We will not use goals, timetables or affirmative action standards to discriminate against any person because of their race, religion, color age, national origin, disabilities, or Vietnam Era and Special Disabled Veteran's status.

\_\_\_\_\_ (Employee Initials)

This Company shall take specific affirmative action to ensure equal opportunity. Our compliance with this policy and plan shall be based upon our efforts to achieve maximum results from our actions and we shall document our efforts fully. This Company will implement specific affirmative action steps, at least as extensive as the following actions to ensure equal employment opportunity.

1. Ensure and maintain a working environment free of harassment, intimidation, and coercion at all times and in all facilities at which our employees are assigned to work. We shall specifically ensure that all foremen, superintendents and other on-site supervisory personnel are aware of and carry out our obligations to maintain such a working environment.
2. Establish and maintain a current list of minority and female recruitment sources, provide written notification to minority and female recruitment sources and to community organizations when we have employment opportunities available, and maintain a record of the organization's responses.
3. Maintain a current file of the names, address and telephone numbers of each minority and females off-the-street applicant or female referral from a union and minority or female referrals from a union, a recruitment source or community organization and of what action was taken with respect to each such individual when applicable if such individual was sent to the Union hiring hall for referral and was not referred back to the Company by the union, or if referred, not employed by the Company, this shall be documented in the file with the reason therefore, along with whatever additional actions the Company may have taken.
4. When applicable provide immediate written notification to the Director when the union or unions with which we have a collective bargaining agreement have not referred to us a minority person or woman sent by us, or when we have other information that the union referral process has impeded our efforts to meet our obligations.
5. Develop on-the-job training opportunities and/or participate in training programs for the area which expressly include minorities and women, including upgrading programs and apprenticeship and trainee programs relevant to the Company's employment need, especially those programs funded or approved by the Department of Labor. We shall provide notice of these programs to the sources compiled under "2" above.
6. Disseminate the Company EEO policy notice by providing notice to any unions and training programs and requesting their cooperation in assisting us in meeting our EEO obligations by including it in any policy manual and collective bargaining agreement; by publicizing in any company newsletter, annual report, etc. by specific review of the policy with all minority and female employees at least once a year and every employment pact; and by posting the company EEO policy on bulletin boards accessible to all employees at each location where construction work is performed.
7. Review, at least annually, the Company's EEO policy and affirmative action obligations under these specifications with all employees having any responsibility for hiring, assignment, layoff, termination or other employment decisions including specific review of these items with onsite supervisory personnel, such as Superintendents, General Foremen, etc. prior to the initiation of construction work at a job site. A written record shall be made and maintained identifying the time and place of these meetings, persons attending, subject matter discussed and disposition of the subject matter.
8. Disseminate the Company EEO policy externally by including it in any advertising in the news media, specifically including minority and female news media and providing written notification to and discussing the Company EEO policy with other contractors and subcontractors with whom the company does or anticipates doing business.
9. Direct our recruitment efforts, both oral and written, to minority, female and community organizations, to schools with minority and female students and to female recruitment and training organizations serving our recruitment area and our employment needs. Not later than one month prior to the date for the acceptance of applications for apprenticeship or other training by any recruitment source, we shall send written notification to organizations such as the above, describing the openings, screening procedures, and tests to be used in the selection process.
10. We will encourage present minority and female employees to recruit other minority persons and women and, where reasonable, and lawful, provide after school, summer and vacation employment to minority and female youth both on the site and in other areas of our work force.
11. Validate all test and other selection requirements where there is an obligation to do so under 41 CFP Part 60-3.
12. Conduct at least annually, an inventory and evaluation of all minority and female personnel for promotional opportunities and encourage these employees to prepare for, through appropriate training, etc. such opportunities.
13. Ensure that seniority practices, job classifications, work assignments and other personnel practices, do not have a discriminatory affect by continually monitoring all personnel and employment related activities to ensure that the EEO policy and our obligations under these specifications are being carried out.
14. Ensure that all facilities and company activities are non-segregated except that separate or single-user toilets and necessary changing facilities shall be provided to assure privacy between the sexes.

\_\_\_\_\_ (Employee Initials)

15. Document and maintain a record of all solicitations of offers for subcontractors from minority female construction contractors and suppliers, including circulation of solicitations to minority and female contractor associations and other business associations.
16. Conduct and review, at least annually, or all supervisors' adherence to and performance under the company EEO policies and affirmative action obligations.

## **RECORDS**

This company will keep records to monitor all employment related activity to ensure that the company's EEO policy is being carried out. Records shall at least include for each employee the name, address, telephone numbers, construction trade, union affiliation if any, employee identification number when assigned, social security number, race, sex, status(e.g., journeyman/ironworker, apprentice, trainee, helper, or laborer)dates and changes in status, hours worked per week in the indicated trade, rate of pay, and location as which the work was performed.

## **REPORTING OF COMPLAINTS**

If at any time anyone feels he or she has been discriminated against because of sex, race, religion, color, age, national origin, disabilities, or Vietnam Era and Social Disabled Veteran status, they should report this matter to the company EEO Officer whose name and contact information is communicated along with this policy.

The EEO officer will investigate all complaints of alleged discrimination made to the company in connection with its contractual obligations. The EEO Officer will attempt to resolve such complaints, corrective actions to be taken and will then follow up on actions taken and their effect. If the investigation indicates that the discrimination may affect persons other than the complainant, such corrective actions shall include such other persons. Upon completion of each investigation the EEO officer will inform every complainant of all of his or her avenues of appeal. The following addresses are such avenues of appeals.

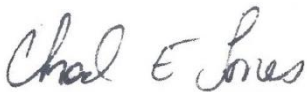
\_\_\_\_\_ (Employee Initials)

<p>Gulf Coast Rebar Inc. EEO Officer</p> <p>Michele Adams  3609 E 10<sup>th</sup> Ave, Suite A  Tampa, FL 33605  Phone (813)247-1200  Fax (813)247-9400  Cell (561)707-2248</p>	<p>Florida Commission on Human Relations</p> <p>2009 Apalachee Parkway  Tallahassee, FL 3233-4102</p> <p>Phone (850)488-7082 or  (800)342-8170</p>
<p>US Dept of Labor, Regional Director  Office of Federal Contract Compliance  61 Forsyth Street, SW, Room 7b-75  Atlanta, GA 30303</p> <p>Phone (404)562-2424</p>	<p>U.S. Federal Highway Administration  545 Knox Road Suite 200  Tallahassee, FL 32303</p> <p>Phone (850)942-9650</p>
<p>U. S. Equal Employment Opportunity Commission  Miami District Office  One Biscayne Tower, Suite 2700  Miami, FL 33131</p> <p>Phone (800)669-4000</p>	<p>U. S. Equal Employment Opportunity Commission  Tampa District Office  501 East Polk Street, Suite 1020  Tampa, FL 33602</p> <p>Phone (800)669)4000</p>

**Gulf Coast Rebar Inc. has made the following designation in accordance with the EEO/AA Policy and Plan.**

**Date: January 1, 2020**

**By: Chad E. Jones, President**

Signature: 

**EQUAL EMPLOYMENT OPPORTUNITY OFFICER**

**EEO OFFICER**

**Name:** Michele Adams  
**Address:** 3609 E 10th Ave, Suite A  
Tampa, FL 33605  
**Phone:** (813)247-1200  
**Email:** michele@gulfcoastrebar.com

\_\_\_\_\_ (Employee Initials)

**CIVIL RIGHTS  
AVENUES OF APPEAL**

Gulf Coast Rebar Inc. EEO Officer  
Carla "Michele" Adams  
3609-A East 10<sup>th</sup> Ave, Tampa, FL 33605  
Phone (813)247-1200

Florida Commission on Human Relations  
2009 Apalachee Parkway  
Tallahassee, FL 32303  
Phone {850}488-7082 or (800)342-8170

U. S. Dept of Labor, Regional Director Office of Federal Contract Compliance  
61 Forsyth Street, SW, Room 78-75  
Atlanta, GA 30303  
Phone (404)562-2424

U.S. Federal Highway Administration  
545 John Knox Road Suite 200  
Tallahassee, FL 32303

U.S. Equal Employment Opportunity Commission  
Tampa District *Office*  
501 Polk Street, Suite 1020  
Tampa, FL 33602  
Phone (800)669-4000

U.S. Equal Employment Opportunity Commission  
Miami District Office  
One Biscayne Tower, Suite 2700  
Miami, FL 33131  
Phone(800)669-4000

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# OFFICE USE ONLY

Employee \_\_\_\_\_

Title \_\_\_\_\_  
(write / circle one below)

Apprentice / Laborer / Clerical / Ironworker / Foreman / Gen Foreman / Field Superintendent / Superintendent

Pay Rate \$ \_\_\_\_\_

Start Date \_\_\_\_\_

Interviewed/Hired By \_\_\_\_\_

- Application Complete
- W4 Complete (hired only)
- I-9 Complete (hired only)
- E-Verified (hired only)
- Affirmative Action Survey (voluntary)
- Drug free workplace policy acknowledgment and consent form
- EEO Policy Training
- Safety Procedures