## LIST OF CURRENT EMPLOYEES AND PROPOSED HIRING SCHEDULE

Describe the type of existing jobs plus new jobs that will be created within three years if this loan is approved. Complete the matrix below (see example). Duplicate and attach additional sheets if necessary.

| | EMPLOYEE NAME (please print) | JOB TITLE | SKILL LEVEL | MINORITY | WOMEN | HOURS PER WEEK | **TARGETED INCOME GROUP Y/N** | WAGE | ANTICIPATED HIRING DATE |
|---|---|---|---|---|---|---|---|---|---|
| | **Example:** | | | | | | **For CDBG Loans** | | |
| | Joe Smith | Welder | Skilled | | | 40 | **Only** | $8.00 | Employee Since 1994 |
| | Sandy Jones | Clerical | Semi-Skilled | | x | 40 | | $5.75 | Employee Since 1990 |
| | Rico Sanchez | Labor | Semi-Skilled | x | | 30 | | $6.00 | Employee Since 1995 |
| | New Position - To Be Created | Maintenance | Unskilled | | | 30 | | $5.00 | New Hire - June 1999 |
| 1 | See Attached | | | | | | | | |
| 2 | | | | | | | | | |
| 3 | | | | | | | | | |
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| 12 | | | | | | | | | |

FOR 3CORE OFFICE USE ONLY

Total Current Full Time Employees: Total Pre-Loan FTE:

Total Current Part Time Employees:

Company Name:

By: Date:

Signature Title

*For CDBG loans a Full Time Equivalent job is one job of at least 1,750 hours a year or two jobs each a minimum of 875 hours a year.