## **Occupational Employment and Wage Statistics Report**

IDCF #:	Return to:
Company name:	
Report for:	
Contact name:	
Email:	Return form by email, fax, or upload at IDCF0EWS.BLS.GOV.
Phone:	If this establishment closed before <refer_date>, please notify us electronically or by phone.</refer_date>
Fax:	The information you provide will be used for statistical purposes only. All identifying information for non-government establishments will be held in strict confidence to the full extent permitted by law.

List each employee who worked during the pay period that included **<refer\_date>**. Please report online if you need more space.

## Report:

Each employee's job title and a brief description of duties Exact hourly wage rate or annual salary for each employee Employees who work remotely or off-site Hourly wage rates for part-time employees

## Do not report:

Contract workers Employee names or Social Security numbers Owners or partners of unincorporated firms Annual wages for part-time employees

Job title and brief description of duties	Wage rate (hourly or annual)	# of employees in this job with this exact wage rate
Human Resources Specialist – Recruit and interview potential new employees	\$71,445	1
Human Resources Specialist – Recruit and interview potential new employees  Human Resources Assistants – Assist HR department	\$68,050	1
Human Resources Assistants – Assist HR department	\$2 <i>5.50</i>	3
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		
16.		
17.		
18.		
19.		