

# Occupational Employment and Wage Statistics Report

IDCF #: \_\_\_\_\_

Company name: \_\_\_\_\_

Report for: \_\_\_\_\_

Contact name: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Return to:

Return form by email, fax, or upload at **IDCFOEWS.BLS.GOV**.

If this establishment closed before <refer\_date>, please notify us electronically or by phone.

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
<i>Human Resources Specialist – Recruit and interview potential new employees</i>	\$71,445	1
<i>Human Resources Specialist – Recruit and interview potential new employees</i>	\$68,050	1
<i>Human Resources Assistants – Assist HR department</i>	\$25.50	3
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