



H-2B PROGRAM JOB ORDER FORM

Instructions: Fill out the form below completely and email to: h-2bprograms@detma.org.

Note: This form must be submitted concurrently with the ETA 9142B to the SWA and the Chicago National Processing Center respectively.

Did you receive a Prevailing Wage Determination for this H-2B related job order? Yes No

Job Order filling Date: 01/01/2023 CNPC case #: H-

I. Employer Information

Business Name: GARDEN DIVAS INC Phone: 5082210310
D.B.A., if applicable: E-Mail: viktoriyakeltz@hotmail.com
Contact Person: VIKTORIYA KELTZ
Business Address: Po. box 933
City: Nantucket State: MA. ZIP Code: 02554

II. Agent Information

Business Name: MMG ASSOCIATE NANTUCKET Phone: 5083329788
Contact Person: MAYDENE THOMPSON-GRANT E-mail: mmgnantucket@yahoo.com

III. Job Information

Job Title: LANDSCAPERS O\*NET Code: 37-3011 NAICS Code: 56173
Start Date: 4/1/23 End Date: 10/1/23 Full Time Part Time
# of Openings: 3 Workdays (Specify): S M T W T F S
Number of Hours: Per Week: 40 Per Day: 7 From: 8A (am/pm) To: 4PM (am/pm)
Education: None High School College Advanced On the job training? Yes No
Experience: None Months Years Tools, Supplies & equipment provided: Yes No
Nature of Employment (check one): Seasonal Peak-load One-time occurrence Intermittent

IV. Wage Information

Wage Rate: \$ 21.69 Overtime: Yes No Overtime Rate: \$
Frequency of Pay: Weekly Bi-weekly Monthly Other (specify):
Employer uses a single work week as the standard for computing wages due: Yes No

V. Job Description - Describe, in detail, the job duties to be performed by any worker hired for the job opportunity, including any equipment to be used as well as any other pertinent work tasks to be performed.

TEMPORARY FULL-TIME Landscapers: Maintain gardens and lawns, including mowing, trimming, pruning, raking, weeding, mulching and laying sod .Water and maintain window boxes .NO EXPERIENCE REQUIRED, WILL TRAIN. JOB IS ON NANTUCKET ISLAND . MUST BE AVAILABE 04/01/2023 THROUGHT 10/01/2023 . Upon completion of the work contract or where the worker is dismissed earlier, employer will provide or pay for worker's reasonable costs of return transportation and subsistence back home or to the place the worker originally departed to work, except where the worker will not return due to subsequent employment with another employer. The employer will reimburse the H-2B worker in the first workweek for all visa, visa processing, border crossing, and other related fees, including those mandated by the government, incurred by the H-2B. The amount of transportation payment or reimbursement will be equal to the most economical and reasonable common carrier for the distances involved. Daily subsistence will be provided at a rate of \$14.00 per day during travel to a maximum of \$59.00 per day with receipts. SEND APPLICATION AND RESUME TO THE NEAREST MA. SWA CAREER OPPORTUNITY HYANNIS , 372 NORTH STREET. HYANNIS MA 02601 PH: 508-771-5627 or PO. BOX 933 NANTUCKET MA.02554

**VI. Multiple location(s)** – Where multiple worksites are involved, the employer must complete this section. All the worksites listed below must be covered by a valid PWD issued by U.S. DOL.

Street	City	State	Zip Code	County	Wage rates by location
					\$
					\$
					\$
					\$

**VII. Deductions** - The job order must specify all deductions not required by law which the employer will make from the worker’s pay. **Deductions not disclosed are prohibited.**

Employer Provided Housing	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, utilities paid by employer	<input type="checkbox"/> Yes <input type="checkbox"/> No
If applicable, weekly deduction for housing and utilities	\$	No additional deductions made <input checked="" type="checkbox"/>	

**Elective Deductions** - List all deductions not required by law which will be made from the worker’s pay.

only deduction required by law

**VIII. Employer Recruitment Information**

Applicants may apply directly to the employer by phone: 508-221-0310 or via e-mail: viktoriyakeltz@hotmail.com. Applicants may also apply through the local MassHire Career Center (MCC), whose contact information is provided below. Please complete the MCC contact information, for the area of intended employment, which can be found by using the on-line Career Center Locator: [MassHire Career Center Locations](#).

SWA CAREER OPPORTUNITY HYANNIS	372 NORTH STREET, HYANNIS MA 02601	508-771-5627
MassHire Career Center Name	Address	Telephone

**IX. Assurances and Obligations of H-2B Employers**

Employers filing an Application for Employment Certification under the H-2B Visa Program must agree to comply with the requirements at [20 CFR 655.18 -- Job order assurances and contents](#), and [20 CFR 655.20 -- Assurances and obligations of H-2B employers](#). Employers must comply with these requirements with respect to both their H-2B workers and workers in corresponding employment.

**Acknowledgement:** I have read the assurances and obligations of H-2B employers and understand each of its terms and conditions, and to the best of my knowledge, the information contained on this form is true and accurate.

VIKTORIYA KELTZ	OWNER	12/30/22
Full Name	Title	Date

**X. MassHire Department of Career Services Contact Information**

<b>State Workforce Agency:</b>	MassHire Department of Career Services	<b>Contact Person:</b>	FLC Unit Supervisor
<b>SWA Address:</b>	100 Cambridge St, 5 <sup>th</sup> Fl.	<b>Telephone:</b>	617-626-5587
<b>City/State / Zip Code:</b>	Boston, MA 02114	<b>E-mail:</b>	<a href="mailto:h2bprograms@detma.org">h2bprograms@detma.org</a>

**CLEAR FORM**

**SAVE FORM**

**V. Job Description - OVERFLOW FIELD**

TEMPORARY FULL-TIME Landscapers: Maintain gardens and lawns, including mowing, trimming, pruning, raking, weeding, mulching and laying sod .Water and maintain window boxes .NO EXPERIENCE REQUIRED, WILL TRAIN. JOB IS ON NANTUCKET ISLAND . MUST BE AVAILABE 04/01/2023 THROUGHT 10/01/2023 . Upon completion of the work contract or where the worker is dismissed earlier, employer will provide or pay for worker's reasonable costs of return transportation and subsistence back home or to the place the worker originally departed to work, except where the worker will not return due to subsequent employment with another employer. The employer will reimburse the H-2B worker in the first workweek for all visa, visa processing, border crossing, and other related fees, including those mandated by the government, incurred by the H-2B. The amount of transportation payment or reimbursement will be equal to the most economical and reasonable common carrier for the distances involved. Daily subsistence will be provided at a rate of \$14.00 per day during travel to a maximum of \$59.00 per day with receipts. SEND APPLICATION AND RESUME TO THE NEAREST MA. SWA CAREER OPPORTUNITY HYANNIS , 372 NORTH STREET. HYANNIS MA 02601 PH: 508-771-5627 or PO. BOX 933 NANTUCKET MA.02554