

PARKERSBURG-MARIETTA BUILDING & CONSTRUCTION TRADES COUNCIL

2400 1/2 Garfield Ave., Parkersburg, WV 26101

(304) 424-6443 (phone) (304) 424-6444 (fax)

PRE-JOB QUESTIONNAIRE

Date: _____ Time: _____ Contractor Pre-Job Contact _____
 Pre-Job Location _____ Contractor _____
 Address _____ Address _____
 City _____ State _____ City _____ State _____ Zip: _____
 Phone # _____ Fax: _____
 Customer: _____ Contractors License # _____
 Jobsite Address _____ Total Cost _____
 City _____ State _____ State/Federal Funds: _____ Prevailing Wage _____
 Jobsite Phone # _____ Jobsite Contact _____

Workmen's Compensation Provider _____ Compensation # _____
 Unemployment Paid To _____ Unemployment # _____
 Medical Provider _____ Absenteeism Policy _____
 Cell Phone Policy _____

Contract NMA _____ GPA _____ NCA _____ PLA _____ Other _____

Start Date _____ Duration/End Date _____
 Days Per Week _____ Hours Per Shift _____ Shift Start: 1st _____ 2nd _____
 Pay Week End _____ Pay Day _____
Time Check System Brass _____ Swipe Card _____ Other _____
 Transportation To Site Required _____
 Work Assignment by Blue Book And Trade Agreements _____
 Will All Subcontractors Be Union Building Trades _____
 List of Subcontractors _____

Jobsite Requisites

Drug Card _____ Onsite Pre-Hire _____ Test Types: Urine _____ Swab _____ Hair _____ Other _____
 Drug Testing Provider _____ Local Card Updated _____
 OSHA 10 _____ Background Check _____
 OSHA 30 _____ Supervision Only _____ Other _____

Safety Requirements

Shaven Policy _____ Safety Toe Boots _____
 FRC Clothing _____ Provided _____ Other Boot Requirements _____
 Hi Vis Clothing _____ Provided _____
 Tobacco Free Facility _____ Other Requirements _____

Manpower Numbers

Asbestos Workers _____ Boilermakers _____ Bricklayers _____ Carpenters _____
 Cement Masons _____ Electricians _____ Elevator Constructors _____ Glaziers _____
 Ironworkers _____ Laborers _____ Millwrights _____ Operators _____ Painters _____
 Pipefitters _____ Roofers _____ Sheet Metal _____ Sprinkler Fitters _____ Teamsters _____

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PRE-JOB QUESTIONNAIRE

Craft Assignments

Asbestos Workers _____

Boilermakers _____

Bricklayers _____

Carpenters _____

Cement Masons _____

Electricians _____

Elevator Constructors _____

Glaziers _____

Ironworkers _____

Laborers _____

Millwrights _____

Operators _____

Painters _____

Pipefitters _____

Sheet Metal _____

Sprinkler Fitters _____

Teamsters _____