SAN FRANCISCO
Office of Economic and Workforce Development

FIRST SOURCE HIRING
CITY & COUNTY OF SAN FRANCISCO

WORKFORCE PROJECTIONS FORM

CITY AND COUNTY OF SAN FRANCISCO
OFFICE OF ECONOMIC AND WORKFORCE DEVELOPMENT

Business Name: **Main Contact:**
Contract ID: (If applicable) **Supplier ID:(If applicable)**
Phone: **Email:**

Name of authorized representative **Signature of authorized representative** **Date**

** By signing this form, the company agrees to participate in the San Francisco Workforce Development System established by the City and County of San Francisco, and comply with the provisions of the First Source Hiring Program pursuant to Chapter 83 of the San Francisco Administrative Code*

Instructions:

- This form must be submitted via email to the Office of Economic and Workforce Development, Workforce Development Division at business.services@sfgov.org with the subject line First Source Non-Construction Hiring Projection Form
- If an entry level position becomes available at any time during the term of the lease and/or contract, the company must notify the First Source Hiring Administrator at business.services@sfgov.org

Section 1: Select your Industry

☐ Admin/Support/Waste	☐ Food Services	☐ Mgmt/Enterprises	☐ Transport/Warehouse
☐ Agri/Forestry/Fish/Hunt	☐ Government	☐ Manufacturing	☐ Utilities
☐ Construction	☐ Health Care	☐ Real Estate/Rental	☐ Wholesale Trade
☐ Educational Services	☐ Info/Tech/Prof	☐ Retail Trade	☐ Other _____
☐ Finance/Insurance	☐ Leisure/Hospitality	☐ Social Services	_____

Section 2: Indicate Industry NAICS code if known: _____

Section 3: Provide information on all Entry Level Positions

Entry level Position Title	Job Description	Number of New Hires	Projected Hiring Date

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FOR INTERNAL USE ONLY:
Section 3: Select the type of First Source Project:

☐ Contractor	☐ Biotech Payroll Tax Exclusion Applicant
☐ Subcontractor	☐ Scene in San Francisco Rebate Applicant
☐ City of San Francisco Tenant	☐ San Francisco Airport
☐ Subtenant	☐ Other _____
☐ Developer	

Office of Economic and Workforce Development
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