



## 2020 BUD Recruitment Referral Process

### Applicable for BUD 2020 Cohorts

Recruiting agencies have two (2) ways to refer to the BUD program in 2020:

1. Agency referral to SLATE (314-657-3513) or St. Louis County Workforce Development (314-679-3300) who will conduct the entire BUD vetting and referral process.
  
2. Agency is responsible for fully vetting any BUD program candidate. That would include
  - a. Determining a strong interest in the construction Trades career
  - b. Confirm that the candidate is at least age of 18.
  - c. Confirm that the applicant has a High School Degree/GED or post-secondary education
  - d. Determine if unemployed or under-employed
  - e. Ability to pass a Drug Test (self-declaration is ok, but will be tested the first week of BUD)
  - f. Confirm that applicant has achieved a Level 5 on the WorkKeys Applied Math and Workplace Documents assessment.
  - g. Have person fill out an application
  - h. Insure person has a resume and brings it to interview.
  - i. Email list of referrals to Russ Signorino (russ\_signorino@yahoo.com) by the end of business the Monday before the interviews.
  - j. Refer person to BUD entrance Interview. The BUD Interviews will be held on **Wednesday, February 5, 2020 at 10:00 AM at 6301 Knox Industrial Dr (63139)**. NOTE: All BUD Applicants must bring application, resume, copy of WorkKeys scores, proof of age and education status.
  - k. NOTE: Agency Incentives are available for any Non-WIOA funded entity through our grants:
    - i. \$200 for each referral who successfully makes it to week 2 of training.
    - ii. \$800 for each referral who is indentured into an approved (US-DOL's OA) construction joint apprenticeship program—within 40 days of completion

*For clarifications on this process please call Russ Signorino at 314-303-6082.*