



May 12, 2014

Career Development Director
Chinese American Construction Professionals
5924 Temple City Blvd.
Temple City, CA 91780

Dear Career Development Director,

Henkels & McCoy, Inc., one of the largest privately held international utility contracting firms, is currently engaged in construction work in California and seeks qualified applicants, including females, minorities, and veterans for one or more of the following staff construction engineering and management job categories:

Engineering	Project Management	Continuous Improvement/Quality
Fleet Operations and Management	Project Controls	Safety Operations and Management

Complete job descriptions, current openings, and online job applications can be found at the following website link: www.henkels.com

Henkels & McCoy is a union contractor and also encourages qualified individuals to inquire about craft labor positions (power outside line construction, material handling, general labor, etc.) through our local trade unions. To assist our local unions in referring qualified individuals to our worksites we are reaching out to your organization in this recruiting effort. Qualified individuals interested in employment opportunities are encouraged to contact the local union offices in their phone book. If a job seeker needs assistance in contacting a local union or feels that the local union office is not cooperating with him/her or any other prospective applicant, please contact me by phone at (909) 517-1197.

Screening procedures & tests: All craft employees must be legally authorized to work in the United States, and be a member in good standing with one of the unions from which we hire our labor force. Employees must pass a screen for illegal drug use, must successfully complete our company safety indoctrination, and must agree to comply with our company policies including our Equal Employment Opportunity and anti-harassment policies. For the latest up-to-date information on apprenticeship training programs in California, including information on requirements, program length, wages, etc., please visit the State of California's Division of Apprenticeship Standards (DAS) website at this link: www.dir.ca.gov/DAS/das.html. A list of our current projects or information on how to join a union may be obtained by writing to me at our office address.

Our company is strongly committed to providing equal employment opportunity to all and promotes diversity and inclusion in the workforce. We encourage you to pass the information about these openings along to all of your organization's members who are qualified for these positions. If your organization does not accept job opening announcements, or if you would like to refer us to other sources, please call me at (909) 517-1197 or e-mail me directly at slucas@henkels.com.

Thank you for your assistance.

A handwritten signature in black ink that reads 'Steve Lucas'.

Steve Lucas
West Region Human Resources Manager

Cc:file

Equal Opportunity Employer M/F/D/V

PERFORMANCE has built our business ...