



OMJCC Business Services Agreement: Staffing & Recruiting Agencies

OhioMeansJobs|Cleveland-Cuyahoga County (“OMJ|CC”), with its principal office located at 1910 Carnegie Avenue, Cleveland, Ohio 44115 and _____, (“AGENCY”) with its principal office located at _____, agree to the terms and conditions set forth in this Business Services Agreement.

OhioMeansJobs|Cleveland-Cuyahoga County Duties and Responsibilities

(“OMJ|CC”), is a collaboration between the City of Cleveland and Cuyahoga County targeting and meeting an employer’s hiring needs through our recruitment services, screening, interviewing, referral processes and financial hiring incentives. (“OMJ|CC”), agrees to deliver Workforce Development solutions via our team of Business Services Consultants and Recruiters within the Business Services division. (“OMJ|CC”), will provide the (“AGENCY”), qualified candidates and/or recruitment options within seven (7) business days upon receipt of an approved work order request from the (“AGENCY”).

(“OMJ|CC”), as directed by the Workforce Innovation and Opportunity Act of 2015, is required to provide Performance Metric results (listed in the “Agency Duties and Responsibilities” section) of all services given to employers by (“OMJ|CC”) to the U.S. Department of Labor, the Ohio Dept. of Jobs & Family Services and the Workforce Development Board of WIOA Area 3. ***Note:** *These requirements can be found in the Workforce Innovation and Opportunity Act of 2015, under the “Performance & Results” tab. For more information go to:* https://www.doleta.gov/performance/guidance/tools_commonmeasures.cfm

Agency Duties and Responsibilities

(“Agency”) ensures that posted positions with (“OMJ|CC”) are either temp-to-perm or for a minimum commitment of 180 days. (“AGENCY”), agrees to provide (“OMJ|CC”), with a complete and thorough job description and any pertinent information affecting a hiring decision. (“AGENCY”), will give (“OMJ|CC”) the Contracted Employer’s contact information for verification of any “open” position(s) at the Contract Employer’s organization. (“AGENCY”) agrees to provide (“OMJ|CC”) with the results of any services provided by (“OMJ|CC”) to (“AGENCY”) within 15 business days. These services include, but are not limited to, testing results, placements, benefits, start date, job title, number of hours-per-week projected to work, salary, employee retention, financial hiring incentives, recruitments and termination information.

(“AGENCY”), agrees that there shall be no discrimination against any employee or candidate for employment because of race, color, religion, sex, national origin, age, disability or any other factor specified in Title VII of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1983 and subsequent amendments, the Fair Credit Reporting Act (FCRA), 15 U.S.C. § 1681 et seq., the Americans With Disabilities Act, and will comply with all other pertinent federal and state laws regarding discrimination.

Confidential Information

Both parties agree not to disclose any of the aforementioned information to third parties or to use any of this information for any purpose whatsoever other than performing under this Agreement or as required by law without the approval of all parties involved. **Except for the preceding sentence, this is a NON-BINDING agreement that may be terminated by either party with prior notification to the second party. Authorized representatives of the parties have executed this Agreement below to express agreement to its terms.**

COMPANY NAME
Company Address
City, State, Zip

OHIOMEANSJOBS|CLEVELAND-CUYAHOGA COUNTY
1910 Carnegie Avenue
Cleveland, Ohio 44115

Authorized Signature/Date

Authorized Signature/Date

Print Name/Title

Title