

VACANCY INFORMATION

LOCAL UNION		REGION	
POSITION APPLIED FOR			
JOB VACANCY #		POSTING DATE	
DEPARTMENT		LOCATION/DIVISION	

EMPLOYEE INFORMATION

NAME		EMPLOYEE ID	
CONTACT PHONE NUMBER		CONTACT E-MAIL	

CURRENT JOB STATUS

DEPARTMENT		WORK LOCATION	
JOB TITLE/ CLASSIFICATION		CURRENT UNION	
WORK HOURS		SENIORITY DATE	
SUPERVISOR NAME		SUPERVISOR PHONE NUMBER	

STATUS: Regular ☐ Probationary ☐ Temporary ☐ Part Time ☐

1049 Members: Is this application for a lateral transfer or lower classification? If YES, state reason:

EDUCATION (IF APPLICABLE)

COLLEGE OR UNIVERSITY		COURSE OF STUDY	
DATE ATTENDED FROM		DATE ATTENDED TO	
BUSINESS TRADE OR TECH SCHOOL		COURSE OF STUDY	
DATE ATTENDED FROM		DATE ATTENDED TO	
SPECIAL SKILLS		LICENSES	

EXPERIENCE / QUALIFICATIONS

RELAVENT WORK EXPERIENCE:

EMPLOYEE SIGNATURE		DATE	
SUPERVISOR SIGNATURE (if required - check pg.2)		DATE	

Fill in all information that applies

SEE NEXT PAGE FOR SUBMITTAL INSTRUCTIONS COVERING YOUR REGION

Rev. 5/2017, Union Recruiting

NEW ENGLAND PROCEDURE

For Local bids - Please forward your bid to:

EMPLOYEE & LABOR RELATIONS
40 SYLVAN RD.
WALTHAM, MA 02451

Remember to retain a copy for yourself (Supervisor Signature is not required)

E-mail – nelaborrelations@nationalgrid.com

Fax # (315) 460-8687

Interoffice – Labor Relations, E 1.407, RESERVOIR WOODS, WALTHAM

All Courtesy Bids must be faxed to: (315) 424-2139 Attn: Union Recruiting Re: Courtesy Bid

UPSTATE NY PROCEDURE

ATTENTION: ONLY LOCAL 97 MEMBERS CAN BID ON LOCAL 97 POSTINGS

Remember to retain a copy for yourself and for your Supervisor, with Supervisor signature.

Please forward your bid to:

Talent Acquisition – Union Recruiting, 300 Erie Blvd. West Bldg. A-3, Syracuse, NY 13202

Bid forms may also be faxed to (315) 401-7890 Attn: Union Recruiting Re: Local Bid

Or Email: RecruitingNY@nationalgrid.com

DOWNSTATE NY PROCEDURE

ATTENTION LOCAL 3, 101 & 1049 APPLICANTS FOR SUBMITTING A WRITTEN BID:

Forward interoffice to: Services Delivery Center (SDC)/Employee Services, Bldg. C1, Syracuse.

OR

BY U.S. Mail: EMPLOYEE SERVICES, INTERNAL JOB POSTINGS, BUILDING C-1, 300 ERIE BOULEVARD WEST, SYRACUSE, NY 13202

OR

BY SDC FAX: (315) 477-7614

Remember to retain a copy for yourself and for your Supervisor (Supervisor Signature is not required)

Local 1049 members: Send a copy to Local Union 1049, IBEW, Business Manager, 745 Old Willets Path, Hauppauge, NY 11788.

Local 101 Members: Send a copy to Local Union 101, 195 Montague St. 3rd Floor, Brooklyn, NY 11201