Employment Agency Register and Refund Log 职业介绍业者登记和记录

EMPLOYER NAME, ADDRESS AND PHONE NUMBER 顾主名称, 地址和电话号码	DATE OF REQUEST 要求日期	POSITIONS AVAILABLE 职位空缺	HOURS PER DAY 每天工作小时	HOURS PER WEEK 每周工作小时	HOURLY OR WEEKLY RATE OF PAY 每天／每周工资	APPLICANT NAME, ADDRESS AND PHONE NUMBER 求职者姓名,地址和电话号码	APPLICATION DATE 申请日期	APPLICANT HIRED (Y/N) 求职者是否受聘请 (是/否)	START DATE 开始日期	FEES 费用				REFUND LOG 退款记录				NOTES 笔记
										FEE PAID BY: (E)-EMPLOYER OR (A)-APPLICANT 费用支付方法 E）雇主 A）求职者	FEE PAID 费支付	DATE PAID 日支付	REASON FOR APPLICANT FEE 费用原因	DATE OF DEMAND 退款要求日期	DATE REFUND PROVIDED 退款日期	AMOUNT OF REFUND 总退款	REASON FOR REFUND 退款原因	
ABC Employer 123 Job Street Queens, NY (718) 555-5555	1/1/14	nanny	9 hrs/ day	40 hrs/ week	$17/hr	Susie Jones 123 Home Street Queens, NY (718) 111-1111	1/2/14	N	n/a	A	$120	1/2/14	Deposit for Job Placement Assistance	1/8/14	1/8/14	$120	Not Placed	N/A

Created 8/10/2015