



IMPERIAL VALLEY REGIONAL OCCUPATIONAL PROGRAM

Project WORKABILITY

687 State Street
El Centro, CA 92243
(760) 482-2640
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STUDENT EMPLOYMENT

ALL OF THE FOLLOWING FORMS MUST BE COMPLETED

*** IVROP New Employee Packet**

- Employment Information Form
- Employment Eligibility Verification (I-9)
- Employee's Withholding Allowance (W-4)
- Work Permit (If under 18 years of age)
- Social Security Card (Two Copies – **SIGNED**)
- A copy of a Picture ID or Identity Certificate (Passport, School ID, Birth Certificate etc.)

*** Please provide all of the information listed above before the student's first time sheet is submitted. Thank You.**

Juan C. Benito