



JOB REQUIREMENTS AND QUALIFICATIONS FOR PROSPECTIVE EMPLOYEES

No prior experience, degree or certification required.

Women are highly encouraged to apply.

High School Juniors/Seniors are highly encouraged to apply.

YOU ARE “JOB-READY” FOR W8W JOBS* WHEN YOU HAVE THE FOLLOWING:

- Valid (Non-Expired) Government-Issued ID.
- Proof of District of Columbia Residency.
- Ability to work between the hours of 5 am and 5 pm, every day with no time off. (Although the typical work day is 6 am – 4 pm, employees typically arrive up to a half hour early, and occasionally need to stay after 4 pm.)
- Access to reliable transportation, childcare (plus backup childcare), and appropriate equipment (minimum: steel-toe shoes/boots) to support work during these hours.
- Ability to pass initial and ongoing random drug tests.
- Willingness to be flexible to meet the demands of the job, including working in different environments, temperatures, indoors & outdoors, etc.
- Ability to follow typical rules of work engagement, including:
 - Engage in physical exertion as required by typical job duties;
 - No personal activities during work hours, including use of personal cell phones or tablets;
 - Receive and respond to constructive criticism, including ability to distinguish between work conditions that violate safety and civil rights versus conditions that do not;
 - Non-violent conflict resolution.
- Ability to pass a background check (*Required for federal job sites, i.e. GSA – St. Elizabeth’s West Campus. Optional for all other sites. Documented proof of the disposition of any arrests/convictions suggested.*)
- Federal job sites bar the following:**
 - Employees with convictions, pending cases or cases in adjudication for:
 - Murder
 - Assault on a Police Officer
 - Registered Sex Offender
 - Rape/Sexual Assault
 - Indecent Liberties with Children
 - Domestic Violence with Physical Abuse (within the last 7 years)
 - Violent Felony (within the last 10 years)
 - Theft of Government Property
 - Employees with undocumented residency or immigration status
 - “Career Criminals,” i.e. multiple misdemeanors, felonies or a combination of both in a short and recent time frame

**These qualifications apply to unskilled labor positions. Skilled labor positions may require additional qualifications. Many W8W participants who start as unskilled laborers, however, will have the opportunity to progress to skilled labor.*

***St. E’s West Campus is currently the only W8W participant that is a federal job site where these additional qualifications apply.*