

日付 Date: _____

Name of Authorized Representative 代表者名

Position 役職

Name of POEA-licensed Sending Organization 送り出し機関名

Address 住所

SUBJECT: Manpower Request/Job Order

件名：求人依頼書／ジョブオーダー

Dear Mr./Mrs. _____:

当企業（ _____ 企業名 _____ ）は（ _____ 住所 _____ ）が所在地にあり

この依頼書に反映されているように下記の特定技能者を早急に要しております

Our company, (Name of Accepting Organization), with office address at _____, has an immediate need for Specified Skilled Workers as reflected in this request, details of which include, among others, the following:

Occupational Position 職種	Visa Category 在留資格 (SSW-1/SSW-2)	Number of Workers Needed 求人人数	Basic Monthly Salary (YEN) 基本月給金額
		TOTAL -	

同様な業務を行う日本国籍労働者の給与／給付の証明書と説明書

EXPLANATION AND PROOF OF SALARIES/BENEFITS RECEIVED BY JAPANESE WORKERS PERFORMING SIMILAR WORK

同様な業務を行う日本国籍労働者は添付書類に示されている通りの給与を受け取っていることを証明します

On my honor I hereby certify that the Japanese workers performing similar work are receiving the salaries shown by the documents attached herewith.

Very truly yours,

Name and Signature/hanko of Authorized Representative

代表者署名／判子

Position

役職

Name of Accepting Organization

受け入れ機関名