Flowchart of PERM Labor Certification

Employer decides to initiate PERM for foreign worker → Formulate job duties, & identify minimum job requirements → Submits prevailing wage determination to Dept. of Labor

DOL evaluate job duties and requirements and geographic location → DOL determines occupational classification, assigns skill level, and determine wage → Employer starts recruitment

Recruitment includes:
1. 30 day job order with SWA;
2. post Notice for 10 consecutive business days;
3. 2 Sunday newspaper ads (if position requires advanced degree, a professional journal may be used in lien of 1 Sunday newspaper ad).

If the position is a professional position, recruitment needs to include at least 3 additional steps:
1. employer's website;
2. 3rd party website;
3. campus placement office;
4. on campus recruitment;
5. job fair;
6. trade/professional organization;
7. private employment firms;
8. employer's referral program;
9. local or ethnic newspapers;
10. radio or TV advertising.

Employer assesses results. Documents should be kept for 5 years. → Submits PERM to DOL → Audit → PERM certified / PERM denied