

## NOTICE FOR ALL EMPLOYEES & APPLICANTS

### **Operating Statement**

It is the policy of Cedar Valley Corp. to assure that applicants are employed, and that employees are treated during employment, without regard to their race, religion, sex, color, national origin, age, disability, veteran status, sexual orientation, gender identity or any other classification protected by federal, state or local laws. Such action shall include: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship, pre-apprenticeship, and/or on-job-training.

### **Designation of the EEO/AA Officer**

Cedar Valley Corp. has designated the following person as the EEO/AA Officer:

**Virginia Robinson  
2637 Wagner Road  
Waterloo, IA 50703  
(319) 235-9537**

Virginia Robinson, EEO/AA Officer, has the responsibility for, and is capable of, effectively administering and promoting the EEO/AA program and is assigned adequate authority and responsibility to do so.

### **Training and Promotion Policy**

Cedar Valley Corp. has an approved informal training and promotion program. At this time, our company offers training programs in the following job classification/area:

Backhoe Operator	Broom Operator	Bulldozer Operator
Concrete Finisher	Cure Machine Operator	Flat Steel Wheel Roller Operator
Form Setter	Front End Loader Operator	Grinder Operator
Joint Sealer Operator	Motor Grader Operator	Plant Materials Technician
Saw Operator	Spreader Operator	Scraper Operator
Semi-trailer Truck Operator	Slip-form Paver Operator	Trimmer Operator

The qualifications to be considered for our company's training program are that a prospective trainee must be an employee in good standing and/or have supervisory approval. For further information, copies of outlines of individual job classification/area training program outlines, you must request them from:

Virginia Robinson  
2637 Wagner Road  
Waterloo, IA 50703  
319-235-9537