**CU Boulder Student Jobs Posting - EPA Posting Guidelines**

\*Fields highlighted in yellow are the minimum required for EPA compliance.

*If you are posting on the* [*CU Boulder Student Jobs*](https://ofa.colorado.edu/StudentJobsStudentLogin/login.aspx) *website, you will need to utilize your Employer Profile. If you do not already have one, please* [*click*](https://www.colorado.edu/studentemployment/post-job) *here to create one. The Office of Financial Aid is not responsible for this posting, so please ensure that you are posting the position on this website.*

*CU Boulder Student Jobs does not keep a record once a job posting has been edited, so please ensure you are saving this template for your records. For record keeping purposes, please place the student(s) name on their saved job posting in CU Boulder Student Jobs when a student is hired. Alternatively, you can place a copy of this posting template in the student’s file.*

**Type of Student Employment:**

[ ]  On-Campus Hourly

[ ]  On-Campus Work Study

**Job Title** (max of 100 characters for CU Boulder Student Jobs site): Click or tap here to enter text.

**Job Description/Summary:**

Click or tap here to enter text.

**Job Duties and Qualifications** (max of 5,000 characters for CU Boulder Student Jobs site):

**Job Duties:**

Click or tap here to enter text.

**Qualifications:**

Click or tap here to enter text.

**Job Classification:** Click or tap here to enter text.

**Job Code:** Click or tap here to enter text.

**Estimated number of hours a week:**

Click or tap here to enter text.toClick or tap here to enter text.hours per week

**Number of positions available:**

Click or tap here to enter text.toClick or tap here to enter text.positions available

**Job Location:**

Click or tap here to enter text.

**Job Contact:**

Click or tap here to enter text.

**Compensation:**

*The Colorado Equal Pay Act requires all job postings to include the hourly or salary compensation (or range of hourly or salary compensation) and a general description of all benefits and other compensation to be offered to the hired applicant. To satisfy this requirement, please indicate here the compensation rate or range for this position along with any additional compensation that may apply including signing bonus, incentive pay, etc. The compensation of the applicant(s) hired from this search should fall within the compensation rate or range advertised in the job posting.*

**Pay rate or range:** Click or tap here to enter text./hr

**Job’s Duration:** Click or tap here to enter text.

*The University of Colorado does not discriminate on the basis of race, color, national origin, sex, age, pregnancy, disability, creed, religion, sexual orientation, gender identity, gender expression, veteran status, political affiliation, or political philosophy. All qualified individuals are encouraged to apply.* [*Click here*](https://www.colorado.edu/oiec/) *for a list of ADA and Title IX coordinators. To view the Regent policy, please* [*click here*](https://www.cu.edu/regents/regent-policy-0)*. This organization participates in* [*E-Verify*](https://www.e-verify.gov/)*. We will provide the Social Security Administration and, if necessary, the Department of Homeland Security, with information from each employee's I-9 form to confirm work authorization.*

***Reasonable Accommodations for Applicants with Disabilities***

*CU Boulder is committed to making information and resources that are available via the web accessible for all users. If you are a job seeker and need accessibility assistance or an accommodation in order to apply for one of our open positions, please* [*submit an accessibility request*](https://www.colorado.edu/jobs/accessibility-assistance-form) *or call 303-735-4357 (5-HELP) to submit a request for assistance.*