JLD Commission Job Announcement

New Job Posting   Remove Job Posting   Update to Existing Job Posting   Job #, if known_____

Check appropriate term(s):   Summer   Fall   Spring   Temporary

*All fields must be completed in order for us to post your job.

Job Title_____

Contact Person (First and Last Name) _____

Phone:_____   Alternate Phone #_____

Do you want the phone number(s) to appear on the posting?   Yes   No

Fax #_____   Email_____

Company/Employer_____

Address:_____
(address, city, state, zip)

Est. #hrs/week_____   # of Positions Open: _____

Compensation_____   *Please be as realistic as possible about a student's potential compensation. Please see below for reporting requirements.*

Specific Job Duties/Qualifications: **Please clearly state terms upon which commission is paid.**

***Check all that apply:
References:_____Background Check:_____Transportation Req'd:_____Driver's License: _____
Experience:_____First Aid:_____CPR:_____Non-Smoker: _____

Does your company have a website with an employment application?   Yes   No
          If so, the website address: _____

Your job announcement will remain posted until you notify our office that you would like it removed.

In order to continue to receive the government funding that supports our free service, we are required to collect statistics on the jobs posted in our   office. Consequently, when you notify us that the job is filled, you <u>must</u> provide the following information. Failure to provide these statistics will   prevent your organization from posting with us in the future.
          Number of CU students hired?   _____
          For each student hired, please report:
                    the student's average hourly rate of pay:_____
                    the student's average weekly work hours:_____

I understand that for each CU student hired, I must report the above statistics or my organization will be unable to post future job announcements   through the CU Boulder Job Location and Development Program.

Signed: _____

Student Employment • 77 UCB • Boulder, Colorado 80309-0077 • telephone 303 492 7349 • fax 303 492 4544 • www.colorado.edu/studentemployment

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