



**One-Stop Career Center**

2601 Carson Road, Birmingham, AL 35215

**FAX: 205-856-6033**

**Telephone: 205- 856-8588**

**E-mail: [nbeau@jeffstateonline.com](mailto:nbeau@jeffstateonline.com)**

**EMPLOYMENT LISTING FORM**

Date:

Application deadline:

Position title:

Company Name:

Location of job:

Closing date of job:

Qualification/Duties:

Salary:

Hours/Days:

Benefits:

Phone:

Calls accepted: \_\_\_\_\_ YES \_\_\_\_\_ NO

Fax:

Contact:

E-Mail:

Resumes are to be: \_\_\_\_\_ Mailed \_\_\_\_\_ Faxed \_\_\_\_\_ E-mailed

Comments:

Address: \_\_\_\_\_

Street or Post Office Box

\_\_\_\_\_

City

\_\_\_\_\_

State

\_\_\_\_\_

Zip Code

FULL-TIME: \_\_\_\_\_ PART-TIME: \_\_\_\_\_ TEMPORARY: \_\_\_\_\_ INTERNSHIP: \_\_\_\_\_

(Listing will be posted for three weeks)

Please do not write below this line.

JOBBS #: \_\_\_\_\_ - \_\_\_\_\_ Entered by \_\_\_\_\_ Date: \_\_\_\_\_

(F-P-T-I)

(Category)

(Number)

(Initials)

Jefferson State Community College follows equal opportunity admissions policies and employment practices as required by Title IX of the Civil Rights law. The college facilities are accessible to persons with disabilities.

January 2005