



El Camino College

EMPLOYER ORDER FORM

Fax #: (310) 808-1112 Phone #: (310) 660-3484 E-mail: eccsjpc@elcamino.edu

El Camino College reserves the right to refuse to post jobs that do not appear to support the interests of the College. This entire form must be completed - incomplete forms will not be posted. Internships and private positions will not be posted.

Date _____

Company name _____

Type of business _____ Website _____

Address _____

City _____ Zip _____

Location of job (if different from address above) _____

Contact person _____ E-mail _____

Phone # _____ Fax # _____

Job title: _____

Number of positions available: _____

This position is Full-Time Part-Time Both Temporary If temporary, how long? _____

Please specify the days that employees will be required to work:

Monday Tuesday Wednesday Thursday Friday Saturday Sunday

Please specify the hours that employees will be required to work:

Give exact hours or if flexible, give range (for ex: 4 hours between 9 a.m. - 5 p.m.)

Please specify the starting salary or range: _____

Employers must guarantee a salary of at least minimum wage.

How should the student apply?

Call In Person Fax Resume Mail Resume E-mail _____

Online _____

Qualifications, Experience, & Skills Required:

Please provide a brief, concise description. Do not attach a job announcement in lieu of a written description.

◇ Job announcements will be posted for 30 days. Call or submit new form to remove/extend this posting ◇
 Disclaimer: El Camino College makes no recommendations or guarantees regarding employers or employees.
 We are acting as a referral service only, and provide these links only as a convenience.
 El Camino College assumes no liability for acts of omissions by third parties or for material supplied by them.