

El Camino College

EMPLOYER ORDER FORM

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

- I am a new employer
I am a returning employer

- Asterisk indicates a required field
A separate form must be submitted for each different position

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 do not attach a job announcement in lieu of a written description.

Blank lines for providing qualifications, experience, and skills required.