

**Employer Date**

Organization Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_

Email: \_\_\_\_\_ Fax: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Position Date**

Job / Position Title: \_\_\_\_\_ Reports to: \_\_\_\_\_

(Note Position)

Degree Area of Concentration: \_\_\_\_\_

Position Type:            Internship                      Part-time Position                      Full-time Position

Total number of hours per week: \_\_\_\_\_ Salary Range: \_\_\_\_\_

Duties and Responsibilities:

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Education Level and Required Skills:

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Wages and Benefits Include:

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Additional Information:

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How to Apply:

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Deadline for Application: \_\_\_\_\_

**Notice to employers:** Southern State Community College does not discriminate against students on the basis of race, color, creed, religion, age, sex, marital status, veteran status, national origin, ancestry, citizenship, disability, sexual orientation, and/or gender identity.