MPN Automated Job Posting Submission Form

REQUIRED FIELDS Select from list or populate data for each field below to avoid form errors

Employer Name*

Job Title*

# of Openings*
--------------------- SELECT ----------------------

Job Location State / Province*
--------------------- SELECT ----------------------

Primary Job Category*
--------------------- SELECT ----------------------

Employee Type*
--------------------- SELECT ----------------------

Min. Education Requirements*
CHOOSE REQUI

Job Description*

(please copy-N-paste or enter between 25 and 6000 characters)

If additional space is needed for job details, please include below in the **"Specific Qualifications and Requirements"** field.

Click Above on **Save New Record** or **Save Updates** or **Create New Record**

PRIMARY <u>OPTIONAL</u> FIELDS <u>More Commonly</u> populated optional fields

Job Tracking ID

Job Contact

Secondary Job Category

CHOOSE CATEGORY ▼

Contact Email

and/or*

Web Site URL

Specific Qualifications and Requirements

(please copy-N-paste or enter between 25 and 6000 characters)

Click Above on **Save New Record** or **Save Updates** or **Create New Record**

OTHER OPTIONAL FIELDS Less Commonly populated optional fields

Contact Phone	
Contact Fax	
Division/BU	
Street Address	
Job Location City	
Zip / Postal Code	
Country	United States
Salary	
Manager Name	
Manager Phone	
Manager Phone	
Manager Email	
Manager Alt. Phone	

Click Above on **Save New Record** or **Save Updates** or **Create New Record**