



First Source Job Vacancy Form



Date Open: _____

Job Title _____

Closing Date: _____

No. Of Openings _____ FTE PT Temp

Pay rate:\$ _____

New Replacement Benefits:

Typical Job Duties Include:

Required Experience skills and Education:

Work Schedule (Days/Hours/Shift/Weekends)

Employer Information:

Company Name _____

Address _____

City _____ Zip Code _____

Contact Person _____, Title _____

Telephone No. _____ Fax No. _____

Are You a First Source Agreement Company?

How did you hear about us? _____

Should we prescreen and only refer qualified applicants?

Post Your Job Announcement at netWORKri?

How would you like us to refer clients to you?

Company Type:

Job Type:

Minority and/or female owned business?

For Office Use Only: Job Order No. _____