

Job Service MONTANA

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SOUTHWEST MONTANA JOB FAIR 2017

Highland College Cafeteria • 25 Basin Creek Road, Butte MT
March 22, 2017 • 11:00 – 4 p.m.

Dear Valued Employer,

It is our great pleasure to invite you to the Southwest Montana Job Fair to be held Wednesday, March 22, 2017, from 11 a.m. – 4 p.m. at Highlands College Cafeteria, 25 Basin Creek Road, in Butte. Whether you have attended past Job Fairs or this is your first time, you'll find the Southwest Montana Job Fair is the ideal networking and recruiting event. The Southwest Montana Job Fair provides your business with an efficient opportunity to survey a large number of applicants quickly and inexpensively while connecting face-to-face with hundreds of qualified candidates in a single day! This is exponentially more than the 10 to 20 interviews per day over several days required to fill the average opening at your business location.

- Market your company to area job seekers
- Meet face to face with hundreds of qualified local candidates
- Network with other local businesses and community organizations
- Instantly expand your recruitment to a diverse pool of qualified candidates

We hope you will join us for this event. If you are interested in participating, we require your company be actively hiring within 3-6 months. It is important to note an eligible employer is an entity that provides a traditional employer/employee relationship and provides for the withholding of payroll taxes.

JOB FAIR REGISTRATION (or Register online below*)

Company Name _____ Contact Person _____
Address _____ Telephone _____ Fax _____
City _____ State _____ Zip _____ Email _____

Description of Employer's Services, Products or Business: _____

REPRESENTATIVES ATTENDING:

Name _____ Telephone _____ Email Address _____
Name _____ Telephone _____ Email Address _____

WE PROVIDE: One 8' X 2.5' table, 2 Chairs, Table Covering and WiFi Connection

YOU NEED: Recruitment materials, Applications, Promotional Items, Education Literature and Electrical cord if needed for your booth

___ Check here if an electrical connection is needed

Our company will require ___ booth(s) at \$25.00/booth Total booth fee _____

BOOTHS/EXHIBITS:

Installation of exhibits begins 8:00 a.m. on March 22, 2017, and your booth fee must be paid in full, with set up complete, by 11:00 a.m. **Business booths must stay in place until the final closing time of the Fair to allow all Job Seekers the opportunity to visit the complete fair.** It is the purpose of the Fair and understood by the exhibitor, that only services and products that are pertinent to employment; training and assistive services shall be displayed, demonstrated or explained. **All exhibits must remain in the confines of their own space.** Your booth is expected to be staffed during all hours of the event. Selling products over-the-counter on a carry out basis is prohibited.

Make check Payable to: Headwaters RC&D **Mail to:** Mark Gollinger or Joyce Mandau, Butte Job Service, 2201 White Blvd, Butte, MT 59701

*Register online at: <http://events.eventzilla.net/e/2017-southwest-montana-job-fair-2138894350>

Registration Deadline is March 17, 2017

Employer Setup Time: 8:00 am – 11:00 am • Veteran Opening: 11:00 am – 12:00 pm • General Public Opening: 12:00 pm – 4:00 pm
(Lunch and other refreshments are available for purchase in the cafeteria)

Contact Mark or Joyce: (406) 494-0300

The 2017 SOUTHWESTERN MONTANA JOB FAIR IS BEING BROUGHT TO YOU BY THE FOLLOWING:

Job Service Anaconda, Butte and Dillon Offices, Headwaters Resource Conservation and Development, Highlands College, local employers in SW Montana, and KXLF television.

Steve Bullock, Governor

MONTANA DEPARTMENT OF LABOR & INDUSTRY

Pam Bucy, Commissioner