

Vacancy Advertising Form – 2007

Company Name:

Address:

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Postcode

Telephone No Fax No

Email@.....

Contact Name

Position

Vacancy Details:

Job Title

Duties

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Experience / Skills required

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Rate of Pay Start Date Closing Date

Location Days/Hours

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Any additional information.....

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Additional Services available at the Job Shop:

I would be interested in hiring a stall at the Union

I would be interested in receiving updates via email on the Student Employment Service and future events held at the Students' Union

The Job Shop advertises part-time and vacation employment to students at the university. All vacancies must be paid under P.A.Y.E and the Job Shop does not advertise commission only or self-employed employment opportunities.

Signed: _____ Date _____

Print name: _____

Please return to: Christine McCann, Job Shop Manager, UPSU, Student Centre, Cambridge Road, Portsmouth, PO1 2EF. Tel: 02392 843638 Fax: 02392 843665