**Employer Resume Collect Request Form**

Firm/Organization: ________________________________

Address: _______________________________________

Contact Person: ______________________ Title: ______________________

Telephone #: ___________________________ Fax #: ______________________

Email: _______________________________ Website: ______________________

Area(s) of Practice: ______________________

Name of Position Available: ___________ # of Positions: ___________

Location of Position: ______________________

Position Description: ______________________

Full Time / Part Time: __________ Salary: __________

Pursuant to the Fair Labor Standards Act, private employers are required to pay students or alumni at least minimum wage for work with the organization. Florida Coastal School of Law will not post opportunities listed by private organizations seeking students or alumni for uncompensated positions.

Required Qualifications: ______________________

Preferred Qualifications: ______________________

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<th>Candidates Requested (circle all that apply):</th>
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<th>Applications Materials Requested (circle all that apply):</th>
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<tr>
<td>Resume</td>
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Application Deadline: ______________ Date Position Available: ______________

Applications will be bundled and emailed to employer within 24 hours of application deadline.

Return Form Via Fax to: (904) 680-7729 or Email to: careerservices@fcsld.edu

Please note that by utilizing the services and facilities of the Career Services Department, you are agreeing to comply with the following Florida Coastal School of Law Non-Discrimination Policy: The Florida Coastal School of Law does not discriminate on the basis of race, color, national origin, ethnicity, religion, gender, disability, age, or sexual orientation in its programs and activities.

Employers are solely responsible for ensuring that all postings, hiring procedures, subsequent employment, internships, volunteer work, or other engagements of any nature comply with all applicable local, state and federal laws. Florida Coastal School of Law bears no responsibility for determining whether any such postings or engagements by Employers comply with any local, state, or federal laws.