
**UNIVERSITY OF FLORIDA LEVIN COLLEGE OF LAW
CENTER FOR CAREER DEVELOPMENT**

Job Listing Form

Date: ____/____/____

Employer Name: _____

Employer Address: _____

Employer Website: _____

Contact Person: _____ Contact E-mail: _____

Contact Number: _____ Contact Fax: _____

Response Method (s): Fax to contact Email contact directly

Accepting resumes from:

1L 2L 3L LLM Tax Entry-Level Alumni w/ ____ yrs experience

Position Duration: Permanent Temporary Full-time Part-time ____ hrs/wk

Which items would you like to receive from our students/alumni?

Undergraduate Transcripts Law School Transcripts Writing Sample
 Cover Letter Resume Salary requirements
 References Letters of Recommendation

Other requirements/preferences: _____

Position Title: _____ Position Description: _____

Salary: _____ Deadline Date: _____

EMPLOYER DECLARATION OF NON-DISCRIMINATION

The University of Florida Levin College of Law is required to ascertain and maintain documentation that all employers engaged in recruiting of its students and alumni are complying with the federal guidelines for non-discrimination in the selection of employees. Employers requesting services are expected to observe the principle of equal opportunity for employment in accordance with Standard 211 (d) of the ABA Standards for Approval of Law Schools. A copy of Standard 211 (d) is available upon request.

Please read and sign the following compliance statement:

"I certify that the law firm/company/agency, etc. identified below is an equal opportunity employer. We exercise equal employment practices for all qualified persons which conform to the laws against discrimination on the basis of race, creed, color, religion, age, handicap, sex, sexual orientation, marital status, national origin, political opinion or affiliation and veteran's status as provided under the Vietnam Era Veterans Readjustment Assistant Act."

Signature _____ Name (please print) _____

~Fall/Spring On-Campus Interviewing also available~