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**On-Campus Job Posting Form**

Please email the completed job posting form to **HR@flemingcollege.ca**

**Contact Information**

**Department Name:**

**Hiring Manager Name:**

**Hiring Manager Email Address:**

**Job Posting Details**

**Job Title**:

**Campus Location:**

**Job Funding Type:***(Please specify if**FWSP, SEP, ISEP, Non-Funded, Other)*

**Job Hours:** *(i.e., Up to 15 hours per week)*

**Wage:**

$15.00 per hour

**Start Date:** *(approximate)*

**End Date:***(approximate)*

**Documentation Required to Apply:** (*i.e., resume, cover letter, transcript)*

**Position Description:** *(copy content from Established Student Job Description)*

**Qualifications Required:** *(copy content from Established Student Job Description)*

**Funding Eligibility Requirements:** *(HR will complete)*

**Additional Application Information:** *(if applicable)*

**Number of Positions:**

**Application Deadline:**

**Application Email Address:***(name of person to receive applications)*