

Employer Request for Campus Visit
Central New Mexico Community College
Job Connection Services

Organization Name	Organization web address
Contact Person Name	Contact Email address
Phone Number	Fax
Name of attending recruiter	Email address & phone # for recruiter
Name of alternate recruiter	Email address & phone # for recruiter

List Jobs(s) currently posted in CNM’s Suncat Career Connection. **This is a requirement for on-campus recruiting. To post a job, go to www.cnm.edu/postajob**

Specific Majors sought for open positions: _____

Are you seeking current students, CNM graduates, or both? Number of positions to fill: _____

Connect U Events are held on the First Wednesday of Each month from 11 am – 1 pm Proposed month for your visit _____

Job Connection Services will set up a 5 foot table and 2 chairs for your use in a high traffic area. You will have access to WiFi. Students are told they can ask recruiters for feedback on their resumes, information about career paths and company culture at your organization and that some recruiters will conduct interviews, practice or actual. The Event will be held on Main Campus, at 900 University Blvd SE, Rm 108 unless the majors you are recruiting require an alternate campus. You’ll receive a confirmation letter with parking pass info once your visit is approved.

Job Connection Services will advertise and promote your event in the College Calendar, Student Newsletter, JCS Job Announcements page and with emails. To reserve space for your organization, please complete this (fillable) form and return it to us by e-mail or fax it to 505-224-3073 at least **ten days prior to the proposed event** so that we can advertise your visit.

We expect employers to stay for the entirety of the event. Please arrange for back up if this isn’t possible for you. Thank you.