

University of Montevallo
Counseling and Career Center

Counseling and Career Center-Job Location and Development Program
205.665.6262
205.665.6255 fax

PLEASE NOTE: Our job listing service (part of the Job Location and Development program - JLD) is supported by a grant from the United States Department of Education. We are pleased to provide you with this service through which you may advertise your company job openings at no charge. However, as a part of the federal reporting requirements for the JLD program, we are obligated to report the employment details of Montevallo students who locate jobs through this service.

Each month your position is listed, a University of Montevallo Counseling and Career Center staff member will contact you in order to gather needed data. We will need to know:

- Whether the position you listed with us has been filled;
- if this position was filled by a Montevallo student;
- the number of hours (per week) worked by the student;
- the wage or salary of the Montevallo student who accepted the position

This information is used ONLY for reporting purposes and will be held in the strictest confidence.

Your job listing will be posted for sixty (60) days and will be made available to all students seeking job location assistance; therefore, neither the University of Montevallo nor the Counseling and Career Center can endorse applicants. If your position is filled prior to the posting expiration, you may call at any time so that we can remove the posting. If your position is not filled within the posting dates, you may contact the Counseling and Career Center in order to update your listing.

If you have questions regarding this service, feel free to contact the Counseling and Career Center at 205.665.6262 and any of our staff will be able to assist you. Thank you for helping Montevallo students and we look forward to working with you.