

monster®

Job Posting Form

for OVI Subscribers

Company Name: _____ Date: _____
Contact Name: _____ Contact Title: _____
Phone No.: _____ Fax No.: _____ Email: _____

JOB DESCRIPTION

Job Ad Title: _____

Job Ad Description (please attach a **typewritten** page to this document with a minimum 200-character description of the job you wish to post)

Job Type: Employee Temporary/Contract/Project Intern Seasonal
Job Status: Full Time Part Time Per Diem
Hours/Shifts: First Shift (Day) Second Shift (Afternoon) Third Shift (Night) Rotating
Salary/Wage Range: _____ to _____ (select one): Per Year Per Hour Bi-Weekly
Additional Salary Text: _____

JOB SEEKER REQUIREMENTS

Relevant Work Experience (select one):

Less than 1 year 1 to 2 years 2 to 5 years 5 to 7 years
 7 to 10 years 10 to 15 years More than 15 years

Career Level (select one):

Student (High School) Student (Undergraduate/Graduate) Entry Level
 Experienced (Non-Manager) Manager (Manager/Supervisor of Staff)
 Executive (SVP, VP, Department Head, Etc.) Senior Executive (President, CFO, Etc.)

Minimum Education Level (select one):

High School or Equivalent Certification Vocational Some College Completed
 Associate Degree Bachelor's Degree Master's Degree Doctorate
 Professional



PREFERRED METHOD OF CONTACT

Check the boxes for the fields that you would like to reveal in your posting and enter the information requested for those fields. If you don't want a specific field revealed, do not check the box or enter the information.

Contact Name: _____ Company Name: _____

Address: _____

City/State/Zip Code: _____

Phone No.: _____ Fax No.: _____

Email Address: _____ Apply Online (Recommended)

JOB LOCATION DETAILS

Check the boxes for the fields that you would like to reveal in your posting and enter the information requested for those fields. If you don't want a specific field revealed, do not check the box or enter the information.

Street Address: _____

City/Town: _____ State/Province: _____

Zip/Postal Code: _____

Job seekers must live within (check one: 5 10 20 50 100) miles of this zip code.

JOB SEARCH CATEGORIES

From the list below, please select the best category that describes this job.

- | | | |
|---|--|--|
| <ul style="list-style-type: none"> • Accounting/Auditing • Administrative and Support Services • Advertising/Marketing/ Public Relations • Aerospace/Aviation/ Defense • Agriculture, Forestry and Fishing • Architectural Services • Arts, Entertainment and Media • Automotive/Motor Vehicle/ Parts • Banking • Biotechnology and Pharmaceutical • Building and Grounds Maintenance • Computers, Hardware • Computers, Software • Construction, Mining and Trades • Consulting Services • Consumer Products | <ul style="list-style-type: none"> • Customer Service and Call Center • Education, Training and Library • Employment Placement Agencies • Engineering • Executive Management • Finance/Economics • Financial Services • Government and Policy • Healthcare • Hospitality/Tourism • Human Resources • Information Technology • Installation, Maintenance and Repair • Insurance • Internet/E-Commerce • Law Enforcement and Security • Legal | <ul style="list-style-type: none"> • Manufacturing and Production • Military • Nonprofit • Oil/Gas/Utilities • Other • Personal Care and Service • Publishing/Printing • Real Estate • Restaurant and Food Service • Retail/Wholesale • Sales • Science • Sports and Recreation • Supply Chain/Logistics • Telecommunications • Transportation and Warehousing |
|---|--|--|



JOB SEARCH AREA

From the list below and on the next page, please select the best area that describes where this job is.

- US-Alabama-Anniston
- US-Alabama-Birmingham
- US-Alabama-Mobile/Dothan
- US-Alabama-Montgomery
- US-Alabama-Northern/ Huntsville
- US-Alabama-Tuscaloosa
- US-Alaska-Anchorage
- US-Alaska-Fairbanks
- US-Alaska-Juneau
- US-Arizona-Flagstaff
- US-Arizona-Phoenix
- US-Arizona-Tucson
- US-Arizona-Yuma
- US-Arkansas-Eastern
- US-Arkansas-Little Rock
- US-Arkansas-Western
- US-California-Anaheim/Huntington Beach
- US-California-Central Coast
- US-California-Central Valley
- US-California-Chico/Eureka
- US-California-Long Beach
- US-California-Los Angeles
- US-California-Marin County/North Bay
- US-California-Oakland/East Bay
- US-California-Orange Valley
- US-California-Riverside County
- US-California-Sacramento
- US-California-San Bernardino/Palm Springs
- US-California-San Diego
- US-California-San Francisco
- US-California-Santa Barbara
- US-California-Silicon Valley/ Peninsula
- US-California-Silicon Valley/San Jose
- US-California-Ventura County
- US-Colorado-Boulder/Fort Collins
- US-Colorado-Colorado Springs
- US-Colorado-Denver
- US-Colorado-Denver South
- US-Colorado-Western/Grand Junction
- US-Connecticut-Danbury/Bridgeport
- US-Connecticut-Hartford
- US-Connecticut-New Haven
- US-Connecticut-Southeast/New London
- US-Connecticut-Stamford
- US-Delaware-Delaware
- US-District of Columbia-Washington/Metro
- US-Florida-Daytona
- US-Florida-Fort Lauderdale
- US-Florida-Fort Myers/Naples
- US-Florida-Gainesville/Jacksonville
- US-Florida-Melbourne
- US-Florida-Miami
- US-Florida-Orlando
- US-Florida-Pensacola/Panama City
- US-Florida-Sarasota/Bradenton
- US-Florida-St. Petersburg
- US-Florida-Tallahassee
- US-Florida-Tampa
- US-Florida-West Palm Beach
- US-Georgia-Atlanta
- US-Georgia-Atlanta North
- US-Georgia-Atlanta South
- US-Georgia-Central/Augusta
- US-Georgia-Savannah
- US-Georgia-Southwest
- US-Hawaii-Hawaii
- US-Idaho-Boise
- US-Idaho-Eastern/Twin Falls
- US-Idaho-Northern
- US-Illinois-Bloomington/Peoria
- US-Illinois-Chicago
- US-Illinois-Chicago North
- US-Illinois-Chicago Northwest
- US-Illinois-Chicago South
- US-Illinois-Quincy
- US-Illinois-Rockford
- US-Illinois-Southern
- US-Illinois-Springfield/Champaign
- US-Indiana-Evansville
- US-Indiana-Fort Wayne
- US-Indiana-Gary/Merrillville
- US-Indiana-Indianapolis
- US-Indiana-Lafayette
- US-Indiana-South Bend
- US-Indiana-Terre Haute
- US-Iowa-Cedar Rapids
- US-Iowa-Central/Des Moines
- US-Iowa-Davenport
- US-Iowa-Western/Sioux City
- US-Kansas-Kansas City
- US-Kansas-Overland Park
- US-Kansas-Topeka/Manhattan
- US-Kansas-Wichita Western
- US-Kentucky-Bowling Green/Paducah
- US-Kentucky-Lexington
- US-Kentucky-Louisville
- US-Louisiana-Alexandria
- US-Louisiana-Baton Rouge
- US-Louisiana-Lafayette/Lake Charles
- US-Louisiana-New Orleans
- US-Louisiana-Northern
- US-Maine-Central/Augusta
- US-Maine-Northern/Bangor
- US-Maine-Southern/Portland
- US-Maryland-Anne Arundel County
- US-Maryland-Baltimore
- US-Maryland-Frederick/Hagerstown
- US-Maryland-Montgomery County
- US-Maryland-Prince George's County
- US-Maryland-Salisbury
- US-Massachusetts-Boston
- US-Massachusetts-Boston North
- US-Massachusetts-Boston South
- US-Massachusetts-Cape Cod/ Islands
- US-Massachusetts-Framingham/ Worcester
- US-Massachusetts-Western/ Springfield
- US-Michigan-Ann Arbor
- US-Michigan-Detroit
- US-Michigan-Flint/Saginaw
- US-Michigan-Grand Rapids
- US-Michigan-Kalamazoo
- US-Michigan-Lansing
- US-Michigan-Northern
- US-Minnesota-Mankato/Rochester
- US-Minnesota-Minneapolis
- US-Minnesota-Northern/Duluth
- US-Minnesota-St. Paul
- US-Mississippi-Central
- US-Mississippi-Northern
- US-Mississippi-Southern
- US-Missouri-Jefferson City
- US-Missouri-Kansas City/ Independence
- US-Missouri-Northeastern
- US-Missouri-Quincy
- US-Missouri-Southeastern
- US-Missouri-Springfield/Joplin
- US-Missouri-St. Louis
- US-Montana-Eastern/Billings
- US-Montana-Great Falls
- US-Montana-Helena/Butte
- US-Montana-Western/Missoula
- US-Nebraska-Lincoln
- US-Nebraska-Omaha



JOB SEARCH AREA (cont.)

- US-Nebraska-West/North Platte
- US-Nevada-Las Vegas
- US-Nevada-Reno
- US-New Hampshire-Northern
- US-New Hampshire-Southern
- US-New Jersey-Central
- US-New Jersey-Northern
- US-New Jersey-Southern
- US-New Mexico-Albuquerque
- US-New Mexico-Santa Fe
- US-New York-Albany/Poughkeepsie
- US-New York-Binghamton/Elmira
- US-New York-Buffalo
- US-New York-Long Island
- US-New York-New York City
- US-New York-Northern
- US-New York-Rochester
- US-New York-Syracuse
- US-New York-Utica
- US-New York-Westchester
- US-North Carolina-Charlotte
- US-North Carolina-Eastern/
Greenville
- US-North Carolina-Greensboro
- US-North Carolina-Raleigh/
Durham-RTP
- US-North Carolina-Western/
Asheville
- US-North Carolina-Wilmington/
Fayetteville
- US-North Carolina-Winston Salem
- US-North Dakota-Central
- US-North Dakota-Eastern
- US-North Dakota-Western
- US-Ohio-Akron
- US-Ohio-Cincinnati
- US-Ohio-Cleveland
- US-Ohio-Dayton
- US-Ohio-Northwest
- US-Ohio-Youngstown
- US-Oklahoma-Central-Oklahoma
City
- US-Oklahoma-Eastern/Tulsa
- US-Oregon-Central
- US-Oregon-Portland
- US-Oregon-Salem
- US-Oregon-Southern
- US-Pennsylvania-Allentown
- US-Pennsylvania-Erie
- US-Pennsylvania-Harrisburg
- US-Pennsylvania-Johnstown
- US-Pennsylvania-Philadelphia
- US-Pennsylvania-Pittsburgh
- US-Pennsylvania-State College
- US-Pennsylvania-Wilkes Barre
- US-Pennsylvania-York/Lancaster
- US-Rhode Island-Providence
- US-South Carolina-Columbia
- US-South Carolina-Florence/Myrtle
Beach
- US-South Carolina-Greenville/
Spartanburg
- US-South Carolina-South/
Charleston
- US-South Dakota-East/Sioux Falls
- US-South Dakota-West/Rapid City
- US-Tennessee-Chattanooga
- US-Tennessee-Jackson
- US-Tennessee-Knoxville
- US-Tennessee-Memphis
- US-Tennessee-Nashville
- US-Texas-Abilene/Odessa
- US-Texas-Amarillo/Lubbock
- US-Texas-Austin
- US-Texas-Dallas
- US-Texas-East/Tyler/Beaumont
- US-Texas-El Paso
- US-Texas-Fort Worth
- US-Texas-Houston
- US-Texas-San Antonio
- US-Texas-South/Corpus Christi
- US-Texas-Waco
- US-Texas-Wichita Falls
- US-Utah-Provo
- US-Utah-Salt Lake City
- US-Vermont-Northern
- US-Vermont-Southern
- US-Virginia-Charlottesville/
Harrisonburg
- US-Virginia-Fairfax
- US-Virginia-McLean/Arlington
- US-Virginia-Norfolk/Hampton
Roads
- US-Virginia-Northern
- US-Virginia-Richmond
- US-Virginia-Roanoke
- US-Virginia-Southwest
- US-Virginia-Vienna
- US-Washington-Bellevue/Redmond
- US-Washington-Central/Yakima
- US-Washington-Eastern/Spokane
- US-Washington-Seattle
- US-Washington-Tacoma/Olympia
- US-West Virginia-Northern
- US-West Virginia-Southern
- US-Wisconsin-Eau Claire/LaCrosse
- US-Wisconsin-Green Bay/Appleton
- US-Wisconsin-Madison
- US-Wisconsin-Milwaukee
- US-Wisconsin-Northern
- US-Wyoming-Casper
- US-Wyoming-Cheyenne

POSTING INSTRUCTIONS:

Once you've filled out this form in its entirety, fax it to 513-726-4013

QUESTIONS?

Contact Member Services toll-free at 800-224-1957

