



How to post a job listing for NWCC Career Services

Thank you for your interest in posting an available position for our career services job board! There are a few simple steps required to submit a post.

1. Please submit the job post as a PDF.
2. Please make sure all jobs are local to CT (or allow remote work) so students can continue their studies while employed.
3. Please do not submit commission-only jobs.
4. Please make sure to include the following:
 - a. Job Description & Responsibilities
 - b. Applicant Requirements
 - c. General Pay Range
5. If you have multiple open positions you can include them in a single post or in separate posts for each position.
6. If the position is filled by an NWCC student, please let us know!
7. Please send your PDF job posting to John Fiorello via email: [jfiorello @ nwcc.edu](mailto:jfiorello@nwcc.edu)

Thank you for helping spur job growth in the Northwest Corner of Connecticut!

