

## Job Posting Form

Please fill in all of the applicable information before sending to Seneca WIL.

<b>Organization and Job Posting Information</b>
Organization Name:
Organization Address (street, city, postal/ZIP code, province/state, country):
Telephone Number:
Website URL:
Social Media Handles:
Organization Details (the more information provided, the higher chance of receiving a greater number of applicants):
Job Address (if different than "Organization Address"):
Student Job Title:
Student Responsibilities/Duties:
Student Requirements:
Days and Hours Per Week:
Hourly Wage (\$CAD):
Paid or Unpaid Job:
Job Location (Remote, On-site, Hybrid):
If Applicable, Honorarium or Stipend Total Amount (\$CAD):
International Job (Yes/No):
Job Start Date (mm/dd/yyyy):
Job End Date (mm/dd/yyyy):
Application Closing Date (mm/dd/yyyy):
Application Process (1 – All student application bundles e-mailed to employer via SenecaWorks 2 – Students apply through organization's career webpage 3 – Students directly e-mail employer):
Application Material Required (Resume, Cover Letter, Transcript, Portfolio):
Targeted Programs/Areas of Study:

<b>Organization Contact Information</b>
Supervisor Name:
Job Title:
E-mail Address:
Telephone Number:
Hiring Manager Name (If different than "Supervisor"):
Job Title:
E-mail Address:
Telephone Number:

**Thank you for posting with Seneca Work-Integrated Learning.**  
Please contact [workintegratedlearning@senecacollege.ca](mailto:workintegratedlearning@senecacollege.ca) for inquiries.