**COMPANY JOIN PAGE**

\*Company Name:

\*Company location:

\*Contact person:

\*Contact Number:

\*Billing Contact Number:

\*Billing Contact Person:

**Upload Job Requirement (Here they will select to upload their job requirement after they have given the company information from above)**

Our company member must first enter this information prior to uploading their job requirement to the site and following they will upload their job requirement minus any contact information from the posting member company.

Type of Position: IT, Healthcare, Finance, Engineering, or Other Professions. Allow for these to be choices.

“Contract Rate”, if this is a contract position:

**THE INFORMATION ABOVE WILL ONLY BE SEEN BY OUR COMPANY IT MUST BE INVISIBLE TO ALL MEMBERS AS WELL AS ANY OTHER COMPANY. THE SALARY FOR ANY PERMANENT POSITION WILL BE POSTED ALONG WITH THAT POSITION.**

In regards to all contractors positions there will be a statement attached to that job post stating (Please contact Coneqtus for pay rate per this position)

Now upload Job Requirement

The following is what the login page for companies(which includes the uploading of job requirements) should look like once completed:

\*Company Name:

\*Company location:

\*Contact person:

\*Contact Number:

\*Billing Contact Number:

\*Billing Contact Person:

**Upload Job Requirement**

Type of Position: There must be an option to choose one of the following IT, Healthcare, Finance, Engineering, or Other Professions. Allow for these to be choices for the companies.

“Contract Rate”, if this is a contract position: There must be an option to choose one of the following per hour, day, week, or other followed by the dollar amount (ex. hour $56.00)

**SALARY FOR ANY PERMANENT POSITION WILL BE POSTED ALONG WITH THAT POSITION.**

In regards to all contractors positions there will be a statement attached to that job post stating (Please contact Coneqtus for pay rate per this position)

Now upload Job Requirement

**MEMBERS JOIN PAGE**

**Photo** – Make it possible to add photo

\*Name: Assigned ID#

\*Address:

\*Contact Number:

\*Job titles held:

\*Skills, Specialty:

\*Willing to Relocate: Allow for Yes or No to be a choice of our member.

\*How did you hear about us? Member Referral, Internet, Magazine, Seminar, Job Fair, or Other. Allow for these to be choices for our member.

\*If member referral what is the name of that member:

**Upload Resume (Here they will select to upload their resume after they have given the personal information from above)**

Our member must first enter this information prior to uploading their resume to the site and following they will upload their job requirement minus any contact information with the system assigned ID for that member to show when members resume is reviewed by companies.

Type of Position: IT, Healthcare, Finance, Engineering, or Other Professions.

Salary: Contract Rate:

**THE INFORMATION ABOVE (SALARY AND THE MEMBERS CONTRACT RATE) WILL ONLY BE SEEN BY OUR COMPANY IT MUST BE INVISIBLE TO ALL MEMBERS AS WELL AS ANY OTHER COMPANY.**

Upload Resume

The following is what the login page for members (which includes the uploading of job requirements) should look like once completed:

**Photo** – Make it possible to add photo

\*Name: Assigned ID#

\*Address:

\*Contact Number:

\*Job titles held:

\*Skills, Specialty:

\*Willing to Relocate: Allow for Yes or No to be a choice of our member.

\*How did you hear about us? Member Referral, Internet, Magazine, Seminar, Job Fair, or Other. Allow for these to be choices for our member.

\*If member referral what is the name of that member:

**Upload Resume (Here they will select to upload their resume after they have given the personal information from above)**

Type of Position: IT, Healthcare, Finance, Engineering, or Other Professions.

Salary: Contract Rate:

**THE INFORMATION ABOVE (SALARY AND THE MEMBERS CONTRACT RATE) WILL ONLY BE SEEN BY OUR COMPANY IT MUST BE INVISIBLE TO ALL MEMBERS AS WELL AS ANY OTHER COMPANY.**

Upload Resume