



Employer Registration

Early-Bird Deadline: Friday, March 31, 2017

Final Deadline: Thursday, May 4, 2017

Whether paying by check or credit card, please complete this form, along with the Ad Information sheet, and return to address on back.

EAU CLAIRE INDOOR SPORTS CENTER

Company & Contact Information:

Company (as it should appear on marketing materials):

Name :	Title :		
Address :		City, State, Zip Code :	
E-mail :	Phone :	Website :	
Names of Representatives Attending (if different than above):			
1. Name :		Title :	
2. Name :		Title :	

Positions Available:

Please list the **job titles** and **wage ranges** of each position your company will recruit for at the Chippewa Valley Job Fair (list at least one). To improve your recruiting efforts, we highly encourage employers to post the positions on JobCenterofWisconsin.com prior to the Job Fair. Available at **no-cost** to both employers and job seekers, Job Center of Wisconsin (JCW) is a self-service, online system available 24-hours a day to place job openings and search for candidates. Additionally, jobs posted on JCW meet the requirements for the OFCCP. If you need assistance with posting your job, call 1-888-258-9966.

Job Title	Wage Range	# of Openings	Posted on JCW?
1.			<input type="checkbox"/> Yes <input type="checkbox"/> No
2.			<input type="checkbox"/> Yes <input type="checkbox"/> No
3.			<input type="checkbox"/> Yes <input type="checkbox"/> No
4.			<input type="checkbox"/> Yes <input type="checkbox"/> No
5.			<input type="checkbox"/> Yes <input type="checkbox"/> No
6.			<input type="checkbox"/> Yes <input type="checkbox"/> No

For additional jobs, please attach a list that includes the information listed above.





Exhibitor Requirements:	Included in Registration:
Will you need access to an electronic outlet in your booth? (must provide own cord) <input type="checkbox"/> Yes <input type="checkbox"/> No	<ul style="list-style-type: none"> • 1 – 10’x10’ space with draped backdrop • 1 – 8’ table and 2 – Chairs • Catered Lunch • Leader-Telegram print Ad • Participating employer list on Events page of JobCenterOfWisconsin.com
Will you need access to wireless internet? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Do you plan to conduct on-site interviews & would like to be near an interview booth? <input type="checkbox"/> Yes <input type="checkbox"/> No	
How many representatives will be present at the Employment Expo? (Please limit to two) :	
How many <u>Vegetarian</u> lunch options are needed?	

Additional Event Information:

Based on employer feedback, only prescreened participants will be allowed in from 10:00-12:00, to promote job fair preparedness (entrants must have a professional resume and be dressed in appropriate interview attire). Prescreening will not be required for those attending from 12:00-2:00.

A lunch will be provided for employers. The Sports Center concession stand will also be open for purchase of any other food or beverage items.

Eau Claire Employment Expo
 Thursday, May 11, 2017
 10:00AM - 10:30AM Veterans Only
 10:30AM - 12:00PM Pre-Screened Candidates
 12:00 PM - 2:00 PM General Public
 ~ Employers may start setting up at **8:30AM** ~

Registration Prices	
Early-Bird (by Friday, March 31)	\$200
Full Price (April 1 – May 4)	\$230

Participation Agreement:

In signing and participating in this event, your company agrees to the following:

- Have positions available on the day of the event, that are open and being actively recruited
- Provide an updated list of positions you will recruit for at the Job Fair to event coordinators
- For best recruitment opportunities, Employers are highly encouraged to post all job openings on JobCenterofWisconsin.com prior to the Job Fair
- Communicate any changes within 2 business days, such as company representatives or your company's attendance
- Registration is not confirmed until payment is received

Company Contact Signature: _____ **Date:** _____

Registration Deadlines: March 31 Early Bird | May 4 Final

Questions, Comments & Special Needs Requests:

Amber Hoffman: 715.836.2627 | amber.hoffman@dwd.wisconsin.gov

Please return completed forms by U.S. Mail:
 Remember to include check, or visit <http://dwdlearningcenter.wi.gov> to make credit card payment.

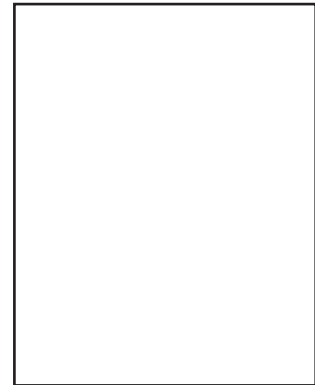
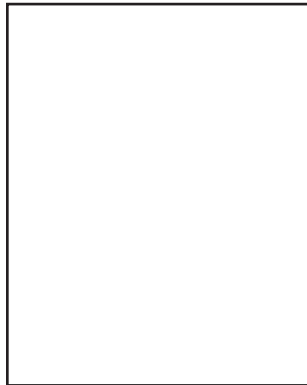
Eau Claire Regional Job Center
 Attn: Amber Hoffman
 221 W. Madison St. #140-B
 Eau Claire, WI 54703

If paying by check, please make payable to:
Eau Claire Job Center

2017 Chippewa Valley Job Fair Leader-Telegram Ad Information

Each paid booth space includes a 1 col. x 2" (1.58" wide x 2" tall) ad in the Job Fair grouping appearing in the Leader-Telegram.

Using a box shown below or on a separate piece of paper, please print the information you want to appear in your ad. If you want your company logo to appear as well, include a black and white version or piece of letterhead with your ad copy.



Examples of
what will fit
your free ad
space:

TEMP S

Check Us Out!

We have positions available in:

- ✓ Assembly
- ✓ Word Processing
- ✓ Accounting

ANCHOR STAFFING

123 Your Street
Any Town, WI

CHIPPEWA VALLEY CO.

This local manufacturing company is seeking qualified individuals for full and part time positions. We are currently filling positions for first and second shifts.

We offer our employees a competitive salary with an exceptional benefit package. If you are interested in a position with a professional, innovative and reputable company, please send a resume and letter of introduction to the address below.

111 Any Street
Any Town, WI

Publishing:
May 7, 2017

Ad Deadline:
April 21, 2017

Name of Business _____

Address _____ City _____ St _____ Zip _____

Person to be contacted concerning ad: _____

Phone _____ Email _____

Web Address that you want listed on the expo website:

- Yes, I am interested in a larger ad as part of the Chippewa Valley Job Fair grouping in the Leader-Telegram! Please have them contact me at the number above.



Learning Center for Wisconsin

On-Line Credit Card Registration Directions: Visit <http://dwdlearningcenter.wi.gov>

- Log In:
 - Use the same Username & Password that you use to log in to JobCenterOfWisconsin.com, Unemployment Insurance and/or last years' Job Fair Registration
 - If you do not have Log-in credentials to any of these, click "Create a Logon"
- When you are logged in, the Wisconsin DWD logo will appear on the Learning Center Home Page
- In the search box at the top right of the Home Page, type: "Chippewa Valley Job Fair" [Enter]
- Under Training Results, click on '2017 Chippewa Valley Job Fair'
- Click the blue "Add to Cart" button
- Click the blue "Proceed to Checkout" button
- Select Payment Method (click "Select" button and click **Credit Card**—do not click *Send Bill*), then click the blue "Next" button
- Enter all billing information, click the Blue next button, and continue following the prompt buttons until Confirmation page