

When and Where to Transfer a Job Order

Example 2A

Application Instructions:

Does the Employer wish to be identified with this job order on JobNet? Yes No

* How should applicants apply for this job? Check all that are applicable.

Additional Application Instructions: Enter additional instructions regarding the application process. Include a Contact Name, a Telephone or Fax Number, an E-Mail Address and/or a Mailing Address as appropriate.

Apply In Person

Fax a Resume

Mail a Resume

5011 Work Application

E-Mail a Resume

Call For Appointment

Apply Online

Other

Phone: 800-333-8585

If applying in person, applications will be accepted between 9:00 a.m. and 4:00 p.m., Monday through Friday.

Application deadline: August 1, 2007

Text Limit: 1500 | Text Entered: 171

Example 2B

Application Instructions:

Does the Employer wish to be identified with this job order on JobNet?

Yes No

* How should applicants apply for this job? Check all that are applicable.

Additional Application Instructions: Enter additional instructions regarding the application process. Include a Contact Name, a Telephone or Fax Number, an E-Mail Address and/or a Mailing Address as appropriate.

Apply In Person

Fax a Resume

Mail a Resume

5011 Work Application

E-Mail a Resume

Call For Appointment

Apply Online

Other

Fax resume to 608-785-0099, attention: Jay Clark.

Text Limit: 1500 | Text Entered: 49

Job Center:	1610-Wisconsin Job Center - La Crosse County	▼
* Source of Job Order:	Employer Entered	▼
Order Taker:	Hennig, Susan	Change ...
Order Responsibility:		
Staff Name:	Mahoney, James D.	Change ...
Staff Telephone:	(608) 785-9368	Extension:
Staff Fax:	(608) 785-9327	Extension:
Staff Email:	mahonja@dwd.state.wi.us	
Job Order Effective Date:	07/05/2007	

Example 2D

Application Instructions:

Does the Employer wish to be identified with this job order on JobNet?

Yes No

* How should applicants apply for this job? Check all that are applicable.

Additional Application Instructions: Enter additional instructions regarding the application process. Include a Contact Name, a Telephone or Fax Number, an E-Mail Address and/or a Mailing Address as appropriate.

Apply In Person

Fax a Resume

Mail a Resume

5011 Work Application

E-Mail a Resume

Call For Appointment

Apply Online

Other

Fax resume to 701-282-9955, attention: Stephanie Wells.

Example 3

Application Instructions:

Does the Employer wish to be identified with this job order on JobNet? Yes No

* How should applicants apply for this job? Check all that are applicable.

Additional Application Instructions: Enter additional instructions regarding the application process. Include a Contact Name, a Telephone or Fax Number, an E-Mail Address and/or a Mailing Address as appropriate.

Apply In Person

Fax a Resume

Mail a Resume

5011 Work Application

E-Mail a Resume

Call For Appointment

Apply Online

Other

Apply on line at: www.zzzzzzjobs.com

Example 4

Application Instructions:

Does the Employer wish to be identified with this job order on JobNet?

Yes No

* How should applicants apply for this job? Check all that are applicable.

Additional Application Instructions: Enter additional instructions regarding the application process. Include a Contact Name, a Telephone or Fax Number, an E-Mail Address and/or a Mailing Address as appropriate.

Apply In Person

Fax a Resume

Mail a Resume

5011 Work Application

E-Mail a Resume

Call For Appointment

Apply Online

Other

How To Apply:

To apply for this job, you will need to submit the appropriate work application. The Work Application is available at any Job Center or you may print it from the following WEB site: <http://www.wisconsinjobcenter.org/lookforjobs/5011.htm>. After completing the application, please drop off the application with the resource room staff at your local job center. To view a list of job centers, please go to the following Web site: <http://www.wisconsinjobcenter.org/directory/default.htm>.

Example 5

Application Instructions:

Does the Employer wish to be identified with this job order on JobNet? Yes No

* How should applicants apply for this job? Check all that are applicable.

Additional Application Instructions: Enter additional instructions regarding the application process. Include a Contact Name, a Telephone or Fax Number, an E-Mail Address and/or a Mailing Address as appropriate.

Apply In Person

Fax a Resume

Mail a Resume

5011 Work Application

E-Mail a Resume

Call For Appointment

Apply Online

Other

E-mail address: lily.brady@sample.net

OR

Apply online: My Site.

In almost every instance, the office that enters the job order keeps it. The only exceptions are examples B. and C. under item 2.