



JOB & INTERNSHIP POSTING FORM

Job Title:		Company Name:	
Job Address:		City, State, Zip:	
Date Posted:		Deadline for Resumes/Job Start Date:	
Compensation & Benefits:		Position Type (FT, PT, Temp, Internship):	
Email Address for Resumes:		Cover Letter/other Documents Required:	
Link to posting:			
Job Description – Roles and Responsibilities			
Qualifications – Requirements, Education, etc.			
Recruiter Name:			
Email:			
Phone:			
Please tell us how you heard about CUNY SPS:		*Please complete and send this form to: CUNY SPS Office of Career Services career.services@sps.cuny.edu PH: 646-664-8618 http://sps.cuny.edu/	