

## 2019 EMPLOYER REGISTRATION FORM

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The Craven 100 Alliance is again hosting Craven Works: An Employment Resources and Jobs Event. The event will be held on Friday, March 22, 2019, from 1:00 pm to 6:00 pm at Temple Church in the gym. This event is **completely free** to Craven County employers and individuals looking for employment. Due to change of venue, space will be limited.

**Form submission deadline: Friday, March 8, 2019**

**Our company will:**

- Recruit for current vacancies
- Recruit for future vacancies
- Share information about our company
- Interview candidates (priority will be given to companies recruiting for immediate vacancies)

Company Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

Event Contact Person (name / title / telephone / email): \_\_\_\_\_

\_\_\_\_\_

**Company Representatives.** Please list the names and titles of company representatives attending. Names will be included in the Craven Works packet.

1. Name: \_\_\_\_\_ Title: \_\_\_\_\_

2. Name: \_\_\_\_\_ Title: \_\_\_\_\_

**Company Classification:**

Management/Consultancy

Retail/Dist.

Banking/Finance/Insurance

Business Services

Computer/IT

Construction/Engineering Services

Health Care

Employment Agency

Education

Manufacturing

Media/Communications

Transport

Travel/Tourism/Hospitality

Other: \_\_\_\_\_

**HIRING INTERESTS:**

Full-time (Unskilled)

Full-time (Skilled)

Part-time

Temporary

Veterans (Preference)

Apprenticeship/Internship

**JOB VACANCY LISTING.** List the positions currently available and/or future openings your company would like listed in the Craven Works packet. Attach additional sheets if necessary.

Job Title: \_\_\_\_\_

Currently available

Future vacancy

Job Title: \_\_\_\_\_

Currently available

Future vacancy

Job Title: \_\_\_\_\_

Currently available

Future vacancy

Job Title: \_\_\_\_\_

Currently available

Future vacancy

Job Title: \_\_\_\_\_

Currently available

Future vacancy

A standard display area will be provided including one (1) 6' table and two (2) chairs.

**Additional Space Needs:**

Electricity

Internet Access

Other: \_\_\_\_\_

- **PLEASE NOTE** - Companies participating in Craven Works are expected to:

- actively recruit for existing or future vacancies;
- take applications and/or resumes;
- make reasonable efforts to provide company materials at their booth; and
- attend for the entire duration of the event.

**RETURN COMPLETED FORMS TO:**

[jwood@cravencountync.gov](mailto:jwood@cravencountync.gov)

OR

Craven Works 2019  
c/o Craven 100 Alliance  
406 Craven Street  
New Bern, NC 28560

**\*\*Form submission deadline: 3/8/19\*\***