



Are you hiring this summer?

Join us at our

High School Job / Internship Fair



The Milpitas Community Educational Endowment (MCEE) is organizing a job / internship fair for High School Students so that you can meet many prospective hires in one place at one time.

May 12, 2018, 9am - 12 noon

**San Jose City College, Milpitas Extension
1450 Escuela Parkway, Milpitas, CA 95035**



MCEE will provide each employer:

- ◆ Table & 2 chairs to display information / applications
- ◆ Assist with work permits, as needed
- ◆ On site interview rooms, upon request, first come, first served
- ◆ Cost: \$50: early registration (through March 31, 2018), \$75 afterwards

Application on reverse side or fill out from our website: www.mceefoundation.org. Return to MCEE by **March 31, 2018**. You may email or mail it us @ 1331 E, Calaveras Blvd, Milpitas, Ca 95035

For more information, email us: info@mceefoundation.org



www.mceefoundation.org

MCEE High School Summer Job Fair 2018 Employer Registration

Yes, I'm interested in participating in the MCEE High School Job Fair. The fair is tentatively planned for Saturday May 12, from 9am – 12 noon. We will confirm location and times once we have met our minimum participation rate (we expect to send out confirmations mid- April).

Business Name _____

Contact's Name: _____

Contact's Phone: _____ Contact's Email: _____

Type of opportunity:

- Paid position Volunteer Opportunity Internship (paid or unpaid)
 Other, please specify _____

Brief Description of Opportunity: _____

Duties / Responsibilities: _____

Skills Required: _____

Number of opportunities: _____ Approx. # of hours: _____

Do you plan to interview at the job fair? Yes No

MCEE will work with partners to provide:

- Interview rooms for those employers who request for immediate, on-site interviews. We have three (3) rooms available that will be offered on a first come, first served basis.
- We will work with the applicant, if hired, to ensure that have a work permit for those who require it.
- This event is \$50 (made out to MCEE) for employers. You can make the payment online @ www.mceefoundation.org.

You can fill this form online at www.mceefoundation.org.

For more information, please email Robert Jung: info@mceefoundation.org.