

**Walters State Community College**  
**Counseling & Testing Center**  
**Job Listing Information Form**

**500 South Davy Crockett Parkway**  
**Morristown, TN 37813**  
**423-585-6802      FAX 423-318-2369**

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

Address \_\_\_\_\_

\_\_\_\_\_

Contact Person \_\_\_\_\_

Website \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Is the position Part-time, Full-time or Temporary? \_\_\_\_\_

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

Hours (Times/Days) \_\_\_\_\_ Total Hrs./Wk. \_\_\_\_\_

Duties \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Qualifications \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Starting Date \_\_\_\_\_ Salary (if available) \_\_\_\_\_

How would you like to be contacted by interested individuals? (Check all that apply)

Send Resume \_\_\_\_\_, if so where \_\_\_\_\_

Apply online \_\_\_\_\_, if so where \_\_\_\_\_

Apply In person \_\_\_\_\_ Phone for Appointment \_\_\_\_\_

*Walters State Community College does not discriminate on the basis of race, color, religion, creed, ethnic national origin, sex, sexual orientation, gender identity/expression, disability, or age, with respect to all employment, programs and activities.*