

Employer FAQ

BLC Career Development



How do I post a job opportunity?

- Connect with us on **Handshake!**
- Handshake is our #1 platform to share jobs with our students.

What if we don't have Handshake?

- We recommend that you look into getting a Handshake account first.
- However, if you prefer you can go to our **website** using the QR code below, scroll down and complete our **request form** to publish your opportunity on our BLC website. Alternatively, click the links in black font.

What information do we need before posting?

- Name of Company
- Title of Position
- Link to Website
- Primary Contact Person & Info
- Job Description
- Short List of Duties/Skills
- Minimum Qualification Requirements
- Job Hours and Days
- Application Deadline (if applicable)
- Salary
- State and City



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