



JOB POSTING FORM

I would like to apply for the position of _____, available at _____

This position was posted on ____ / ____ / ____ A summary of my qualifications:

Name _____ Today's Date ____ / ____ / ____

Phone number to reach me _____ Best time to call _____

Completion of six months in your present position is generally required before you are eligible to post for a different position. Your ability, previous experience, required skills and work record will be considered

Return this form to Human Resources at the Vliet Street Site
Fax: 414-342-9306 or Scan & Email to hr@communitycareinc.org

You will be notified by HR regarding your eligibility to interview.

To be completed by HR:

Date Received: ____ / ____ / ____

Employee qualifies does not qualify because: