University of Dayton School of Law  
Career Services  
Job Posting Questionnaire

<table>
<thead>
<tr>
<th>Today's Date:</th>
<th>Application Deadline:</th>
<th>Starting Date:</th>
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</table>

**Employer Name:**

**Address:**

**Phone:**

**May Applicants Call?**  
- [ ] Yes  
- [ ] No

**Contact Person & Title:**

**Fax:**

**E-mail:**

**Type of Practice & No. of Attorneys Employed:**

**Website Address:**

**Type of Position Available (check one):**

- [ ] Part-time  
- [ ] Full-time  
- [ ] Summer

**No. of Hours / Week:**  
____________________

**Position Title and Description:**

**Hiring Criteria:**

**Salary:**

**Benefits:**

**Level of Experience Required (check preferences):**

- [ ] 1L  
- [ ] 2L  
- [ ] 3L  
- [ ] Graduate

Check one of the following to indicate how you wish to receive applications.

- [ ] Applicants should submit the following directly (check preferences):
  - [ ] Cover Letter  
  - [ ] Resume  
  - [ ] Transcript  
  - [ ] References  
  - [ ] Writing Sample (# of pages max = _____)

**Have you hired a UDSL student/graduate before?**

- [ ] Yes  
- [ ] No

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Our organization agrees to abide by the above policies during every phase of the recruitment and hiring process:

**Signature:** ________________________________  
**Date:** ________________________________