

WASHINGTON CITYPAPER



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My Job Board Job Posting Network

Do you have an information-only careers page on your website? Many job seekers expect to be able to find relevant jobs and apply directly from your site. With My Job Board you can promote jobs directly from your site, with no setup required.

Example of My Job Board:

| Role | Location | Category | |
|----------------------------------|---------------------|-------------------|-----------|
| Full Time Academic Skills Tutor | Menlo Park, CA | Teaching/Training | Apply Now |
| Full Time Academic Skills Tutor | Wellesley Hills, MA | Teaching/Training | Apply Now |
| Full Time Math and Science Tutor | Los Altos, CA | Teaching/Training | Apply Now |
| Part-Time Academic Skills Tutor | Menlo Park, CA | Teaching/Training | Apply Now |

Benefits:

- Promote your open positions to candidates on your own branded job board.
- No set up is required: your unique job board url is created automatically.

Features:

- Job seekers can search for jobs by location and company.
- Each job posting contains a full job description page with title, description, location, job type and posted date; plus links to apply now, share the job, and send yourself a reminder.
- Candidates simply click to apply right from your job board.
- You can customize My Job Board by adding your logo, if you desire.
- My Job Board search or job listings module can be added to your Careers page via a code snippet: just copy and paste to your site.

Job Listings and Job Search Modules

As an enhancement to My Job Board, you can add a Job Listings or Job Search module to your site. These modules are compatible with most of the common web page banner sizes. Choose from Job Listings, Simple Job Search, or Advanced Job Search, depending on your needs.

Example of the Job Listings module:

Join our team

Start your new career today!

| Role ▾ | Location ▾ | Category ▾ | |
|---------------------------------|-------------------|------------------------|---------------------------|
| Sales Director | Los Angeles, CA | Customer Service/Sales | Apply Now |
| Marketing Director/Direct Sales | San Francisco, CA | Marketing | Apply Now |
| Sales & Service Representative | Los Angeles, CA | Customer Service/Sales | Apply Now |
| Outside Sales Estimator | San Francisco, CA | Accounting & Finance | Apply Now |
| Director of Marketing | Los Angeles, CA | Marketing | Apply Now |

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Ready to get started? [Download the instructions sheet.](#)

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