



## JOB POSTING SHEET

Please return to Claudia at  
Fax: 631-761-7039  
E-Mail: [Claudiam@tourolaw.edu](mailto:Claudiam@tourolaw.edu)

### SYMPPLICITY

Register as an employer with our free online job listing service, Symplicity, and list an internship, summer job, or post-graduate position with us anytime online.

Go to  
<https://law-touro-csm.symplicity.com/employers>  
and register.

(Please type or print legibly)

DATE: \_\_\_\_\_

EMPLOYER NAME:

TYPE OF EMPLOYER:

ADDRESS:

SIZE OF EMPLOYER:  
(# OF ATTORNEYS)

WEB ADDRESS:

CONTACT PERSON:

PHONE:

FAX:

E-MAIL:

POSITION:

START DATE:

SALARY:

DEADLINE  
TO APPLY:

JOB DESCRIPTION & REQUIRED (OR PREFERRED) QUALIFICATIONS:

APPLICATION  
MATERIALS  
REQUESTED:

COVER LETTER

WRITING SAMPLE

RESUME

OTHER:

APPLICANTS SHOULD  
CONTACT US BY:

MAIL  
 FAX

TELEPHONE  
 E-MAIL

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