

HPTC Job Board Employer Job Form

Please complete this job description form in its entirety. Your submission will be reviewed and posted for a period of 30 days unless you request a specific time period. If you have questions please contact Sandi Liles at sliles@hptc.edu.

Your Name (First and Last) _____

Your Email (for questions about your job listing) _____

Start and End Dates for Posting: _____

Name of Company: _____

Position to be posted: _____

Primary Function: _____

Required skills: _____

Hours: _____

Salary range: _____

Application process / Contact Information:

Additional notes or comments:

After completing and saving the form, return to

sliles@hptc.edu or fax to 580-571-6008.