



## **Instructions for Posting Job Opportunities**

Please email the following information to the Career Connections Chair.

1. Company Name, Address and logo
2. Company Contact, Phone number and Email address
3. Written description of the position available, including job location  
(This is what will appear on our website)
4. Please include the amount of experience required for the position and  
if a CMP certification is required
5. Clearly instruct applicants where they are to send their resume

**If you do NOT want your company to be identified in the job posting, please indicate so on the email to me. All transactions with the MPI Career Connections site are confidential.**

**Send your job posting to:**

**Connie Cornelius [ccornelius@earthlink.net](mailto:ccornelius@earthlink.net)**

One last thing: PLEASE contact me as soon as the position is filled!

Thank you,

*Connie Cornelius*

Career Connections Chair  
480.544.0144