



Career Opportunity Submission Form

Date Submitted: _____

Position Title: _____

___ Part Time ___ Full Time

Member Business Name: _____

POSITION DESCRIPTION GUIDELINES:

- Maximum 100 words
- Include responsibilities
- Include skills/degrees desired

PLEASE ATTACH A SEPARATE SHEET

CONTACT INFORMATION (to be included online with job posting):

Name of Person to Receive Resume: _____

Title of Person to Receive Resume: _____

Company Name: _____

Address: _____

City, State Zip Code: _____

Email: _____

UNLESS OTHERWISE REQUESTED
Career Opportunity postings will be removed from the website
ONE MONTH following the date they are posted online

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