



# UW-GREEN BAY CAREER SERVICES JOB LISTING FORM

**JOB TITLE**

**ORGANIZATION**

**LOCATION**

**SALARY**

## INDUSTRY - PLEASE CIRCLE ONLY ONE

- |                        |                       |                         |                        |
|------------------------|-----------------------|-------------------------|------------------------|
| Accounting             | Construction          | Hospitality/Leisure     | Science/Math           |
| Aerospace              | Consumer Products     | Human Services          | Social Change/Advocacy |
| Agriculture            | Education             | Insurance               | Sports/Recreation      |
| Arts                   | Engineering           | International Affairs   | Telecommunications     |
| Banking                | Entertainment         | Legal/Law Enforcement   | Third Party/Staffing   |
| Biotech/Pharmaceutical | Environment           | Manufacturing           | Transportation         |
| Business Services      | Financial Services    | Military                | Travel/Tourism         |
| Childcare              | Government/Public Adm | Non-Profit/Philanthropy | Utility                |
| Communications/Media   | Healthcare            | Real Estate             | Visual Arts            |
| Consulting             | High Tech/Computer    | Retail                  |                        |

## JOB FUNCTION - PLEASE CIRCLE ONLY ONE

- |                                     |                                  |                                     |
|-------------------------------------|----------------------------------|-------------------------------------|
| Accounting/Auditing                 | Engineering                      | Merchandising/Retail                |
| Actuarial                           | Environmental Consulting/GIS     | Military Service                    |
| Administrative/Office Support       | Environmental Education          | Ministry/Clergy                     |
| Advertising                         | Environmental Policy             | Museum/Historical Preservation      |
| Advocacy                            | Environmental Science/Research   | Non-profit Administration           |
| Animal Care                         | Event Planning                   | Nursing                             |
| Architecture/Landscape Architecture | Federal/State/Local Government   | Nutrition/Dietetics/Food Science    |
| Arts/Arts Administration            | Film/Video                       | Other                               |
| Athletics/Sports Recreation         | Financial Analysis               | Performing Arts:                    |
| Aviation/Aerospace                  | Financial Services/Planning      | Dance/Music/Theatre                 |
| Banking                             | Forestry/Resource Management     | Physical Sciences/Mathematics       |
| Biology/Biochemistry                | Fundraising/Development          | Planning-Urban/Regional/Envir.      |
| Biomedical Research/Biotech         | Geology/Geography                | Public Health                       |
| Buying/Purchasing                   | Graphic Arts/Design/Illustration | Public Relations                    |
| Chemistry/Physics                   | Health Services/Healthcare       | Quality Control                     |
| Childcare/Day Care                  | Hospitality/Food Services        | Radio/TV                            |
| Community Service                   | Human Resources                  | Real Estate/Property Management     |
| Computer Services                   | Information Technology           | Research                            |
| Construction/Contracting            | Insurance/Claims/Underwriting    | Sales                               |
| Consulting                          | International Relations/Business | Skilled Labor                       |
| Counseling/Therapeutic Services     | Investment/Brokerage/Trading     | Small Business/Entrepreneur         |
| Customer Service                    | Lab Science/Research             | Social Work/Social Services         |
| Driver                              | Language/Translation             | Software Design/Programming/R&D     |
| Economic/Community Development      | Law                              | Transportation/Logistics            |
| Educ/Counseling/Special Needs       | Legal Assistant/Paralegal        | Travel/Tourism/Recreation           |
| Education/Administrative            | Library Services                 | Tutor                               |
| Education/Early Childhood           | Magazine/Book Publishing         | Visual Arts: Sculpt/Painting/Photo. |
| Education/Elementary                | Management                       | Writing/Print Journalism            |
| Education/Middle                    | Manufacturing/Operations         |                                     |
| Education/Post Secondary            | Marketing/Marketing Research     |                                     |
| Education/Secondary                 | Mental Health Services           |                                     |

## JOB DESCRIPTION

**OTHER DESIRED SKILLS/LANGUAGE SKILLS/CERTIFICATIONS**

**APPLICATION START DATE**

**APPLICATION END DATE**

**JOB STATUS** Full-time  Part-time

**DEGREE - PLEASE CHECK ALL THAT APPLY**

BA/BS/BBA  BSW  BSN  AAS/AA  MS

**MAJORS REQUIRED - PLEASE CIRCLE ALL THAT APPLY**

- |  |  |                             |
|--|--|-----------------------------|
| All Majors                                       | Education                              | Interdisciplinary Studies   |
| Accounting                                       | English                                | Management (MS)             |
| Administrative Science (MS)                      | Environmental Policy and Planning (BS) | Mathematics                 |
| Applied Leadership in Teaching and Learning (MS) | Environmental Science                  | Music                       |
| Art  | Environmental Science and Policy (MS)  | Nursing                     |
| Biology  | French                                 | Philosophy                  |
| Business Administration                          | German                                 | Political Science           |
| Chemistry  | History                                | Psychology                  |
| Communication and the Arts                       | Human Biology                          | Public Administration       |
| Communication Processes                          | Human Development                      | Social Change & Development |
| Computer Science                                 | Humanistic Studies                     | Social Work                 |
| Earth Science                                    | Information Sciences                   | Spanish                     |
| Economics  |  | Theatre                     |
|  |  | Urban and Regional Studie   |

**APPLICATION REQUIREMENTS** Resume  Cover Letter  Employer Application Form

Writing Sample  Transcript  References  Portfolio

**CONTACT**

**TITLE**

**PHONE**

**EMAIL**

**ADDRESS**

**FAX**

**WEBSITE**

**PLEASE RETURN FORM TO:  
CAREER SERVICES, UW-GREEN BAY, 2420 NICOLET DRIVE  
GREEN BAY, WI 54311-7001 OR FAX: 920-465-2920**

**OFFICE USE ONLY: DATE RECEIVED/INITIALS** \_\_\_\_\_ / \_\_\_\_\_ **DATE IN PRO/INITIALS** \_\_\_\_\_ / \_\_\_\_\_