

CAREER & JOB EXPO



The best opportunity to reach prospective employees and students in the Northeast Valley!

Thursday
March 1, 2007
10:00 am to 1:00 pm

Paradise Valley Community College
18401 North 32nd Street
Phoenix, AZ 85032

Workshops: KSC-208
7:00 pm to 8:30 pm

Feb. 26 – Discover Your Career Passion
Feb. 27 – Honing Your Résumé Writing Skills
Feb. 28 – Interviewing Skills

PVCC's Career & Job Expo will have 100 + tables available for organizations to display information and provide HR recruiters the opportunity to speak directly to job seekers.

For more information call:
602.787.7073

Paradise Valley Community College

18401 N. 32nd Street • Phoenix, AZ 85032

January 3, 2007

Dear Employer,

You are invited to participate in Paradise Valley Community College's (PVCC) Career/Job Expo to be held Thursday, March 1st from 10:00 a.m. to 1:00 p.m. You will have the opportunity to meet students and community members whose education and learning experiences make them a viable commodity in the valley job market.

For employers wishing to attend, please complete and submit the **Payment, Registration, and Agreement Forms**. Mail all forms by February 9, 2007 to take advantage of early registration!

Registration fee (non-refundable):

Registration Type	Early Registration before 2/9/07	Late Registration after 2/10/07
Direct Employers	\$80.00	\$105.00
Third Party Employers	\$160.00	\$185.00

Registration prices include the following:

- √ Table and chairs to set up a booth (event is outside under canopies)
- √ Breakfast (for employers arriving between 8:45 a.m. – 9:45 a.m.)
- √ Access to future employees from PVCC (PVCC enrolls over 8,000 students each semester)
- √ Event advertising in the Arizona Republic, both PVCC Marquees (32nd Street & Union Hills), Maricopa Career Network, and will remain on the Paradise Valley Community College website for seven months
- √ Opportunity to promote your organization and reach prospective employees and students in the Northeast Valley including Anthem, Cave Creek, Carefree, Deer Valley, Scottsdale, Surprise and New River

Registrations will be accepted by mail and fax until we are at capacity. Faxes will not be accepted unless they contain credit card information or purchase order numbers. Registration receipts will be given on the day of the event.

Thank you for your interest and we hope to see you at the Paradise Valley Community College Career/Job Expo on Thursday, March 1, 2007.

Sincerely,

Norma Chandler, Coordinator
Career Services



PVCC CAREER/JOB EXPO 2007

Payment Form

PLEASE REGISTER EARLY: Space is limited.

Spring Career/Job Expo Thursday, March 1, 2007 10:00am to 1:00pm at Paradise Valley Community College	Max # of reps limited to two (2)
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Registration Fee: (Check correct amount below):

Registration Type	Early Registration Before 2/9/07	Late Registration After 2/10/07
Direct Employers	<input type="checkbox"/> \$80.00	<input type="checkbox"/> \$105.00
Third Party Employers	<input type="checkbox"/> \$160.00	<input type="checkbox"/> \$185.00

Payment Method:

Check: Check # _____ Pay to the order of: **“Paradise Valley Community College”**

Purchase Order Number: _____

Credit Card: (If paying by credit card please fill out the following):

Visa
 MasterCard
 Discover
 AmExpress

Organization Name: _____ Cardholder Signature: _____

Card Number: _____ Expiration Date: _____

Cardholder Name: _____ Cardholder Phone Number: _____

Registration is **FINAL** when your **Payment**, **Registration Form**, and **Agreement** are received **AND** your organization has received a **confirmation email** from PVCC Career Services.

If all spaces are filled when we receive your registration, your payment will be returned. There will be no refunds once your payment is accepted.

Submit Payment To:
 Paradise Valley Community College
Attn: Career Services
 18401 North 32nd St
 Phoenix, Arizona 85032

Questions? Call or Email:
 Norma Chandler or Megan Voris
 (602) 787-7073
career.services@pvmail.maricopa.edu



Building: KSC 186
Phone: (602) 787-7073
Website: www.paradisevalley.edu/jobdev
Email: career.services@pvmail.maricopa.edu



PVCC CAREER/JOB EXPO 2007

Registration Form

Contact Name: ____ Mr. ____ Ms. _____

Company Name: _____

Street Address: _____

City: _____ State: _____ Zip Code _____

Office Phone: _____ Fax: _____

E-mail address: _____

Web Site: _____

Name of all representatives attending: _____

What opportunities will you be offering at the career expo?

____ Paid Internships ____ Unpaid Internships ____ Information Only (*no jobs*)

____ Part-Time Jobs ____ Full-Time Jobs

Please check the fields of study you are most interested in speaking with at the expo:

All Majors (*Please check here if you are providing opportunities for all majors, or select from the list below*)

Accounting

- Accounting Specialized Paraprofessional, CCL
- Microcomputer Accounting, CCL

Administrative of Justice Studies

- Administration of Justice, AAS

Administrative Office Professional

- Administrative Office Professional, AAS, CCL
- Customer Service Information Professional, CCL
- Microsoft Office Specialist, CCL

Art / Computer

- Media Arts: Computer Illustrator, CCL

Business

- General Business, AAS, CCL
- Middle Management, CCL
- Organizational Leadership, CCL
- Retail Management, CCL

Computers

- Computer Information Systems, AAS, CCL
- Computer Networking Technology, CCL
- Computer Systems Maintenance, CCL
- Linux Professional, CCL
- Microsoft Applications Development, AAS, CCL
- Microsoft Desktop Support Technology, CCL
- Microsoft Networking Technology, AAS
- Microsoft Office Specialist, CCL
- Microsoft Product Specialist, CCL
- Microsoft Systems Administration, CCL
- Microsoft Systems Engineer, CCL
- Programming & Systems Analysis, AAS, CCL
- Web Design, CCL
- Web Developer, CCL

Early Childhood Education

- Early Childhood Education, AAS, CCL

Emergency Medical Technology

- Basic Emergency Medical Technology, CCL
- Emergency Management, AAS, CCL

Fire Science Technology

- Advanced Emergency Medical Technology, AAS (Paramedic)
- Basic Firefighter, CCL
- Fire Science Technology, AAS

International Business

- Import/Export Trade, CCL
- International Business, CCL

Journalism

- Journalism, CCL

Music / Commercial

- Audio Production Technologies, AAS, CCL
- Music Business, AAS, CCL

Nursing

- Nurse Assisting, CCL
- Practical Nursing, CCL
- Nursing, AAS

Nutrition

- Dietetic Technology, AAS

Wellness

- Strength & Conditioning Personal Training, AAS, CCL
- Teaching Healing Meditation & Stress Management, CCL

University Transfer Degrees (Two years of prerequisite courses toward a bachelor degree in these areas):

- Business (Accounting, Economics, Finance, Marketing, Management, Supply Chain Management, Real Estate, CIS)
- Communications
- Criminal Justice
- Education
- Engineering
- Fine Arts (Art, Dance, Music)
- Nursing
- Pharmacy
- Psychology
- Science

AAS- 2 year occupational degree
AA/AS/ABUS – 2 year university transfer degrees



Building: KSC 186
Phone: (602) 787-7073
Website: www.paradisevalley.edu/jobdev
Email: career.services@pvmail.maricopa.edu



PVCC CAREER/JOB EXPO 2007
Registration Form
Agreement

Thursday
March 1, 2007
10:00 a.m. – 1:00 p.m.

Please read and sign the following career expo agreement.

Company/Organization: _____

I, _____, a representative for above-named organization, am registering to participate in the PVCC Career/Job Expo 2007, and I agree to the following terms and conditions:

- Employer understands that this Career/Job Expo is a day event targeted to attract job seekers from PVCC & the NE Valley.
- Employer representatives are required to arrive an hour early to set-up for the PVCC Career Expo 2007 and agree to stay until the end of the event.
- Employer representatives are limited to two.
- There are **no** electrical outlets available for use.
- Employer registrations are accepted on a first come/first serve basis.
- If the PVCC Career/Job Expo 2007 has booked several related industries at the time your payment is received, then your payment will be returned.
- Registration is FINAL when your **Payment, Registration Form, and Agreement**, and are received AND your organization has received a **confirmation email** from our office.
- If all spaces are filled when we receive your registration, your check will be returned. There will be no refunds once your check is accepted.

_____ is an Equal Opportunity Employer. Students, alumni, and community members will be accepted and assigned to job opportunities and otherwise treated without regard to race, color, religion, national origin, sex, marital status, veteran status or disability, as well as other classifications protected by applicable state or local laws.

_____ **Please Initial**

Please sign this agreement and return it to the address below. Please make a copy of this agreement for your own records.

Signature of authorized company representative: _____

Date: _____

PLEASE MAIL YOUR AGREEMENT WITH PAYMENT OR PURCHASE ORDER AND REGISTRATION FORM TO:

Paradise Valley Community College
Attn: Career Services
18401 North 32nd St., Phoenix, AZ 85032
(602) 787-7073 or FAX (602) 787-6545



Building: KSC 186
Phone: (602) 787-7073
Website: www.paradisevalley.edu/jobdev
Email: career.services@pvmail.maricopa.edu

