Los Alamos National Laboratory

# Postdoctoral Career Fair 2013

Registration Form

*August 27th - 29th, 2013*

## Section A: Employer Information

Company Name

Mailing Address

City State Zip Code

Telephone Cell Phone

***Contact Person:*** Name

Telephone email

***Please provide the names of recruiters that will be attending the Career Fair:***

Recruiter #1 Name email

Recruiter #2 Name email

Recruiter #3 Name email

Recruiter #4 Name email

***Information Session:*** **Would you like to conduct an information session describing your organization?** ◯ Yes ◯ No

If "yes," what time slot do you request? ◯ 25 min ◯ 55 min

***Will any recruiters be attending the opening reception on Tuesday evening, August 27th?*** ◯ Yes ◯ No

If so, how many will attend?

***Are you planning on conducting on-site interviews?*** ◯ Yes ◯ No If so, how many rooms will you need?

***Who should CD containing CVs be mailed to?*** Name email

Address City State Zip Code

How many copies of the CD do you want?

## Section B: Facility Needs and Special Considerations

***Please indicate any special needs (AV Equipment, Electrical Access, Handicap Access, Vegetarian Diet, etc.)***

***Federal Government Contractor*** ◯ Yes ◯ No

## Section C: Information for the Career Fair Brochure / Program

Company Name:

Location(s)

***Please identify the disciplines / expertise that your company is looking to recruit:***

***Are you actively recruiting at this time?*** ◯ Yes ◯ No

***Does your company hire non-U.S. citizens?*** ◯ Yes ◯ No

*Please provide a company description below. This description is the information that LANL postdocs will see, and will influence their decisions about talking with your company. This information will appear in the Career Fair Brochure/Program so please be as detailed as possible.*

## Section D: Payment Options

$100 -- Career Fair Registration Fee (total per organization)
(Includes social, continental breakfast during setup, and lunch.)

**Note: The registration fee will be waived for companies sponsoring the event by $1000 or more.**

Method of payment: ◯ Credit Card ◯ Check ◯ Wire Transfer

**Credit Card Payment (Visa, MasterCard, or Discover ONLY)**
To make a credit card payment, go to: http://www.lanl.gov/financial/payments.shtml and click on "Make Credit Card Payment." Select "Event Registration." Please include the participant's name and description on a separate sheet (e.g., Postdoc Career Fair payment for Jane Doe)

**Check Payment:** Please make all checks payable to Los Alamos National Laboratory (UTYL)

☐ Government Check

☐ Personal Check

Check #

Please send to: Los Alamos National Laboratory
Attn: Postdoc Career Fair
PO Box 1663
Treasury, Pension & Tax, MS P231
Los Alamos, NM 87545

Signature

Signed By: Date

Please type / print name here

To return this form, please press the 'Submit by E-mail' Button. If you need to speak with the Postdoc Program Office, please phone 505-663-5629, or send an email to careerfair_2013@lanl.gov.

Submit by E-mail Print Form