



2024 EMPLOYER REGISTRATION FORM

Date: **Wednesday, March 27, 2024**
Time: **10am-11am** | Open to High School Students, Military Members Veterans, Active Duty & Military Spouses
Time: **11am-3pm** | Open to the Public
Location: Riverfront Convention Center of Craven County, 203 Front Street, New Bern

Form submission deadline: Friday, March 15, 2024

Our company will:

- Recruit for current vacancies
- Recruit for future vacancies
- Share information about our company
- Interview candidates (priority will be given to companies recruiting for immediate vacancies)

Company Name: _____

Mailing Address: _____

Telephone: _____ Fax: _____

Email: _____ Website _____

Event Contact Person (name/title/telephone / email): _____

Company Representatives. Please list the names and titles of company representatives attending. Names will be included in the Craven Works packet.

1. Name: _____ Title: _____

2. Name: _____ Title: _____

Company Classification:

- Management/Consultancy
- Banking/Finance/Insurance
- Computer/IT
- Health Care
- Education
- Media/Communication
- Travel/Tourism/Hospitality

- Retail/Distribution
- Business Services
- Construction/Engineering Services
- Employment Agency
- Manufacturing
- Transportation
- Other

HIRING INTERESTS:

Full-time (Unskilled)
Part-time
Veterans (Preference)

Full-time (Skilled)
Temporary
Apprenticeship/Internship

JOB VACANCY LISTING. List the positions currently available and/or future openings your company would like listed in the Craven Works packet. Attach additional sheets if necessary.

Job Title: _____

Currently available Future vacancy

Job Title: _____

Currently available Future vacancy

Job Title: _____

Currently available Future vacancy

Job Title: _____

Currently available Future vacancy

Job Title: _____

Currently available Future vacancy

A standard display area will be provided including (1) 8' table and two (2) chairs.

Additional Space Needs:

Electricity Internet Access

Other: _____

PLEASE NOTE - Companies participating in Craven Works are expected to:

- Actively recruit for existing or future vacancies;
- Take applications and/or resumes;
- Make reasonable efforts to provide company materials at their table; and
- **Attend for the entire duration of the event.**

RETURN COMPLETED FORM TO:

reeshema.walker@commerce.nc.gov

OR

NCWorks Career Center - Craven
Attn: Reeshema Walker, Manager
2836 Neuse Blvd.
New Bern, NC 28560

****Form submission deadline: 3/15/24****