

## Lane Community College Employer Recruitment Guides

The Student Employment Office at Lane Community College provides a service to its students by allowing employers to recruit and interview its students using the Lane Job Connection job search system. This includes, but is not limited to on-campus recruiting, career and job fairs, information sessions. In providing these services, the Student Employment office seeks to maximize student choice in their selection of prospective employment. The Student Employment Office requires that any employer using these services must abide by all applicable federal, state, and local laws prohibiting discrimination in hiring.

Lane Job Connection (including, but not limited to: on-campus recruiting, career, job fairs, information sessions) is for the listing of bona fide full-time, part-time, seasonal, and short term positions by small and large businesses, government agencies, nonprofit organizations, on campus employers, households, and individuals who adhere to Equal Employment Opportunity guidelines. Positions that request donations, fees, investments, or are items or services for sale cannot be listed on Lane Job Connection.

At the time of application, we reserve the right to refuse service to employers due to any of the following:

- Fraud
- Breach of confidentiality
- Requiring personal information such as bank and social security numbers
- Misrepresentation by dishonest information or absence of information
- Harassment of Lane Community College students, alumni or staff
- Failure to adhere to Student Employment Guidelines and/or any violation of the Lane Community College policies, and local, state, or federal laws.

(11/19/2019)