



# NMSU Career Services

Information Session / Table / Class Room Presentation

## Contact Information

Employer Name: \_\_\_\_\_ Date: \_\_\_\_\_

Job Title: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ 800#: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

## Information Session

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Date: \_\_\_\_\_ Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Refreshments: Yes: \_\_\_\_\_ No: \_\_\_\_\_

Location Preference: \_\_\_\_\_

Equipment: \_\_\_\_\_

Notes: \_\_\_\_\_

## Information Table

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Date: \_\_\_\_\_ Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Location Preference: Corbett Center: \_\_\_\_\_ Other: \_\_\_\_\_ Other: \_\_\_\_\_

Notes: \_\_\_\_\_

## Classroom Visit

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Date: \_\_\_\_\_ Available From (time): \_\_\_\_\_ Until (time): \_\_\_\_\_

Desired Level: 100: 200: 300: 400+: Capstone:

Undergrad                      Graduate

Notes: \_\_\_\_\_



Career Services  
 careerservices.nmsu.edu  
 Garcia Annex Rm 224  
 (575) 646-1631



Please return to *employer@nmsu.edu* --  
 Questions? Call 575-646-1631

Tracking # (internal)