

Recruiting Table Requirements

Recruitment/Information Table Terms & Conditions for Employers

The Career Services office at Columbus State Community College provides employers Recruitment/Information table space to assist with your recruitment efforts. Employers are expected to abide by the following terms and conditions:

Recruitment/Information table bookings are provided only to employers recruiting Columbus State students.

Recruitment/Information table must take place during the following business hours, Monday through Friday, from 9:00am to 4:00pm, with all sessions completed by 4:00pm

As per availability, one table per day is provided to employers interviewing for degree-related employment opportunities that have been posted on CSM.

Career Services office encourages employers to book table space a minimum of 2 weeks in advance. Availability is limited and is provided on a first come first served basis.

Employers are required to provide a complete list of all student contact to the Career Services immediately following their session.

Employers are responsible for their own parking arrangements when recruiting on campus, the Career Services office is not responsible for parking infractions that occur while the employer is on campus.

All employers must meet the criteria as outlined in the Employer Terms and Conditions, Career Services office reserves the right to cancel or deny the registration of any employer who does not meet these criteria.