

Guidelines and Policies for Part-Time Job Postings

Midlands Technical College (MTC) Job Location and Development (JLD) resources are provided free of charge to employers and student job seekers. Individuals should use discretion and good judgment when making any decisions involving job application and referral services.

All screening, interviewing, hiring and compensation issues are handled directly between the job seeker and the employer. Due to the volume of job listings, JLD does not research the integrity of each organization/person that lists a job, nor does JLD perform background checks on students applying for jobs. Employers and students are advised to use caution and encouraged to request reference information as needed to establish qualifications, credentials and overall fit between the employer and the student applicant. JLD recommends that no student or employer meet at a remote or residential address for an interview.

All job listings are posted at the discretion of the Job Location and Development Office. JLD works only with employers who subscribe to EEO guidelines. All jobs posted must pay at least minimum wage. JLD does not allow any postings of a “business opportunity” nature that require the applicant to make an investment. The JLD Office also reserves the right to refuse to post jobs that do not appear to support the interests of the College.

JLD assumes no responsibility for documents posted and no responsibility for the activities, omissions or other conduct of users. There is no representation or guarantee regarding the opportunities listed on the website. JLD is not responsible for the actions of any third party employment services and recommends that students carefully review any contractual provisions before signing. Students should never agree to pay for job leads or representation from a third party agent. MTC (JLD) is not responsible for the wages, safety, working conditions or other aspects of off campus employment. MTC encourages employers and students to adhere to applicable local, state and federal laws.