Please return signed, completed Employer Profile booking form to:
CareerHub Employer Profiles
444 Brunswick Street Fortitude Valley Q 4006
Fax 07 3102 8534 Email profiles@careerhub.com.au

CareerHub Employer Profiles
Get noticed by graduates

FY14 Information and booking form
An online value statement to students and graduates about your organisation’s employment and recruitment activities

Quick facts
Your CareerHub Central Employer Profile is available to over 1.6 million registered students and graduates

Over 22,000 online job advertisements viewed per day

33 participating Australian universities on CareerHub Central

the fastest and easiest way to connect with students through universities.

the largest student recruitment network in Australia
Employer Profile pricing and registration

CareerHub’s Employer Profile feature is available for $5,000 incl GST per annum newly activated or $3,000 incl GST per annum renewal. You can request minor edits to your Employer Profile for no additional fee. Once your Profile’s artwork and copy is finalised, it will be distributed into the CareerHub university network of Australian students and graduates.

Register NOW!

*** Please select: I am activating / renewing an Employer Profile:

Organisation: ____________________________________________
First Name: ____________________ Last Name: ________________
Position: _________________________
Address: __________________________
State: _______ Postcode: _________ Phone: ________________
Fax: ____________________ Mobile: _______________________
Email: ________________________________________________
Date of Activation: ____________ Purchase Order: ___________
Notes: ________________________________________________

I authorise CareerHub to distribute my profile to all universities participating in the CareerHub network and agree to pay the fee indicated above. I declare that all information supplied is accurate and that I am an authorised representative of the organisation submitting the application.

Signature: __________________________ Date: ________________

Material requirements

To prepare and publish your CareerHub Employer Profile there are three items that CareerHub requires from your organisation:

1. copy text for the Employer Profile
2. banner image
3. logo image

Please complete all the checkboxes on this form and comment where indicated. Then either email your completed form to profiles@careerhub.com.au or fax to 07 3102 8534 with the required material items.
Hints for compiling text for your Employer Profile

This is the main content of your Employer Profile. The aim of this text is to promote your organisation as an employer, and to build recognition of your brand.

This section should provide students with an understanding of what your organisation does, why they should consider you as an employer, what entry programs you offer, and how they should apply. Increasingly students are expecting some information about your environmental policies and community awareness.

We suggest your CareerHub Employer Profile be written in small sections with headings such as:

- What are we looking for in graduates.
- From which discipline areas do we recruit?
- When do applications open?
- How do I apply?
- Why you should work with us.

Employer Profile content text

CareerHub Employer Profiles are available in different layout options with a recommended 800-word limit guideline. Your Profile can be written by our professional copywriter in consultation with you for no additional fee.

CareerHub can apply highlight boxes to sections, links to external websites, or email links as instructed.

Please indicate with an X where appropriate:

☐ We have attached a draft document and would like CareerHub’s copywriter to proof read and make suggestions

☐ We have our own copywriter and have attached final copy for publication

Comments

Banner image

Your banner image can be either portrait or landscape. Usually it will contain your logo and other imagery that reinforces your organisation’s branding. Your banner should be sent at the highest quality you can provide. We can resize images from a higher quality original as long as the width X height ratio is correct. The finished size of the image will be:

Landscape (top): 500 pixels wide X 100 to 180 pixels high

Portrait (right): 185 pixels wide X 150 to 600 pixels

Please indicate with an X where appropriate:

☐ We have attached a high resolution image for you to re-size accordingly

☐ We have attached images at the correct size and format

☐ We have provided contact details in the ‘comments’ section below for the person responsible for providing this image
What happens next?

It may take a few drafts to ensure that your CareerHub Employer Profile is correct before publishing to the universities CareerHub sites. When you have provided all the components of your Profile, we will add it to your CareerHub Central account so that you can log in and view the layout and styling before it is published.

We will continue to work on the CareerHub Employer Profile and make alterations as requested by you. You will be able to see these changes as they occur by logging in to your CareerHub Central account and clicking on the “View My Profile” link in the left hand navigation.

When you give us official approval we will then publish your CareerHub Employer Profile to the university CareerHub sites.

Comments

Logo Image

If your logo is not in the banner then it may be used either in a left panel or beside the banner in the heading area. Logos may also be used in other areas of the site to promote your CareerHub Employer Profile and encourage students to access your Profile page.

Please provide your logo at a minimum of 300 X 300 pixels in a high quality non-compressed format.

Please indicate with an X where appropriate:

☐ We have attached a high quality image for CareerHub to re-size accordingly
☐ We have provided contact details in the ‘comments’ section below for the person responsible for providing this image

Comments

Which Australian universities use CareerHub?

1. Australian Catholic University
2. Australian National University
3. Bond University
4. Central Queensland University
5. Charles Darwin University
6. Charles Sturt University
7. Curtin University of Technology
8. Deakin University
9. Edith Cowan University
10. Griffith University
11. James Cook University
12. La Trobe University
13. Macquarie University
14. Monash University
15. Murdoch University
16. QUT
17. RMIT University
18. Southern Cross University
19. Swinburne University
20. The University of New South Wales
21. The University of Newcastle
22. University of Adelaide
23. University of Ballarat
24. University of Melbourne
25. University of Notre Dame
26. University of Queensland
27. University of South Australia
28. University of Southern Queensland
29. University of Tasmania
30. University of the Sunshine Coast
31. University of Western Australia
32. University of Western Sydney
33. Victoria University

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