



**Languages Recruitment Fair – University of Salford**  
**Wednesday 24<sup>th</sup> February 2010, 13:30 to 15:30**

**Please complete and return this form to book a free place. More info online:**

**[www.careers.salford.ac.uk/employers/sol](http://www.careers.salford.ac.uk/employers/sol)**

Address: Careers & Employability, Humphrey Booth House, University of Salford, M5 4WT

Fax: 0161 295 5922 Email: [business@salford.ac.uk](mailto:business@salford.ac.uk) Telephone: 0161 295 4421

➤ **1. Do you want to book a free place to promote your jobs/placements to School of Languages students?**

YES / NO (please delete as appropriate)

➤ **2. Do you want to sponsor this event? To raise the profile of your organisation. Cost: £500 (cost to be invoiced to your organisation)**

YES / NO (please delete as appropriate)

➤ **3. Equipment (for your information)**

**A) You have the use of a table (to display promotional materials) and chairs.**

**B) Bring a company display stand/display boards with you. We cannot supply one.**

**C) You can bring a laptop with you. Access to an electricity plug socket is provided.**

➤ **4. Contact details for the person(s) who will represent your company:**

Full name(s) and job title(s).....

Full name of Company /Organisation.....

Address.....

.....Postcode.....

Tel No..... Fax No.....

Email.....Website.....

➤ **5. Provide details of your representative(s) access / support needs:**

.....

.....

➤ **6. How many car parking spaces do you need?**

None / 1 / 2 (please delete as appropriate)

• **Web-page (recruitment page or company homepage) for applicants:**

*http://www.*

**Your company logo** can be included in handouts and online to promote your presence to students. Please email a copy of your company logo to [business@salford.ac.uk](mailto:business@salford.ac.uk)

**Or**, state a website address from which your logo can be copied and pasted:

*http://www.*

**I give my permission for the company logo to be used in publicity for this event:**

YES / NO (please delete as appropriate)

**Information provided below will be included in a handout and online to promote your presence to students. Please be as specific as possible.**

**Which courses do you prefer applicants to be studying?**

Course details are available online:

Undergraduate:

[www.languages.salford.ac.uk/undergraduate](http://www.languages.salford.ac.uk/undergraduate)

Postgraduate:

[www.languages.salford.ac.uk/postgraduate](http://www.languages.salford.ac.uk/postgraduate)

**Which courses? (delete as appropriate)**

Arabic	Chinese
French	German
Greek	Italian
Polish	Portuguese
Spanish	Turkish

**DETAILS OF YOUR OPPORTUNITIES**

**Job titles and types of opportunities:**

Examples:

(eg 4 Client Managers – Graduate jobs)

(eg 10 Summer Marketing – Placements)

(eg 8 Customer Liaison Staff – Part-time jobs)

**Start & End date(s) (if appropriate):**

(eg Starts in July 2010, ends in Sept 2010)

(eg Ongoing)

**Location(s) of opportunities:**

**Closing date for receipt of applications (if applicable):**

**Application method(s)?**

(eg Collect an Application Form, Submit your CV, Apply Online, Ask at the Fair...etc)

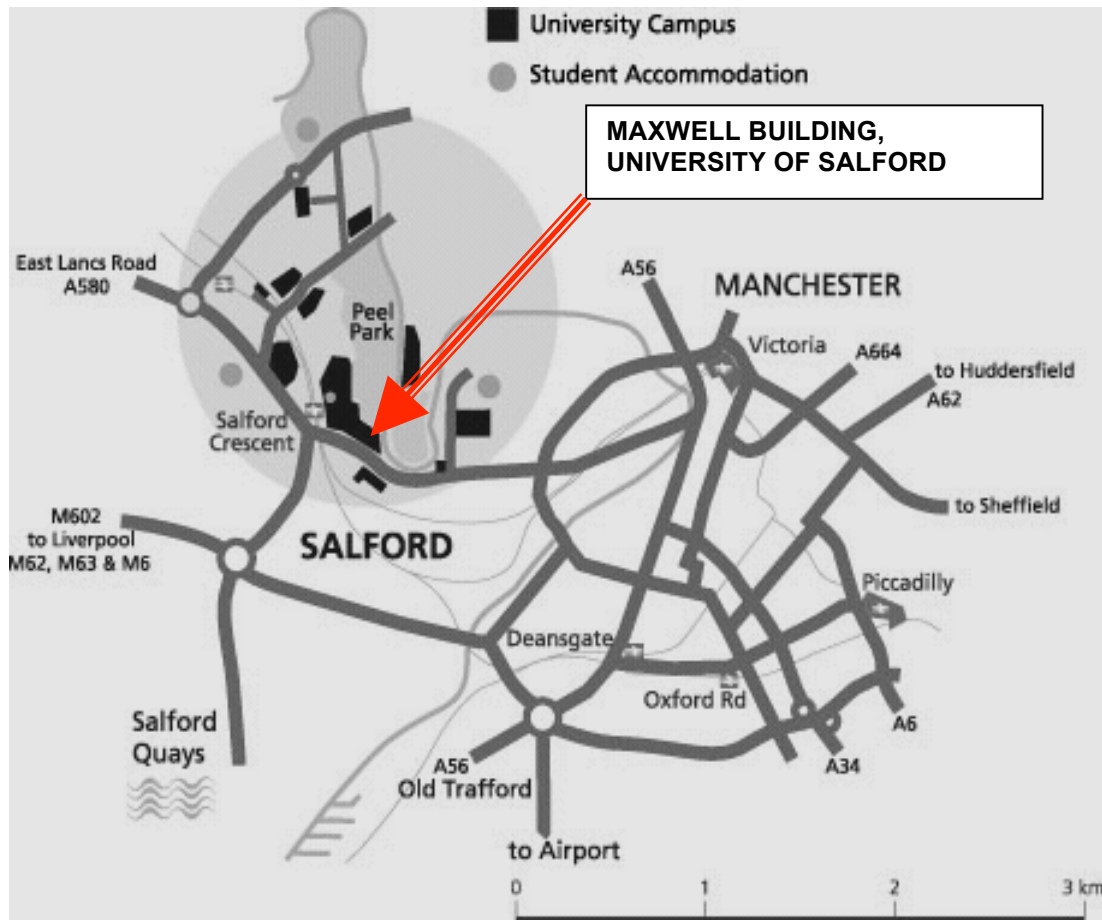
**Please email copies of job descriptions, person specifications or adverts to:**  
**[business@salford.ac.uk](mailto:business@salford.ac.uk)**

**Confirmation that you have been assigned a place at this event and further details will be sent to you as soon as possible.**

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## Location of Languages Recruitment Fair Wednesday 24<sup>th</sup> February 2010

Maxwell Upper Hall, Maxwell Building, University of Salford. Please aim to arrive between 12noon and 1pm. This event is open to students from 1.30pm to 3.30pm.



**The Maxwell Building is located near to Salford Crescent Railway station and is situated on the A6 (The Crescent), approximately 1½ miles from Manchester city centre.**

For a more detailed campus map showing directions to and the location of The University of Salford, please visit: <http://www.salford.ac.uk/travel/>

