



Legal Job Bulletin Posting Form, Page 1 of 2

 E-mail to sarahbmccconnell@law.tamu.edu; Questions? (817) 212-4050

Employer: _____

Contact Person & Title: _____

Street Address or PO Box: _____

City, State, Zip Code: _____

Phone: _____ Fax: _____

Email Address: _____ Website: _____

Type of Practice: _____

Title of Position Available: _____

Position Type: Full Time ☐ Part-Time ☐ Permanent ☐ Temporary ☐

Compensation: _____

Job Description/Hiring Criteria (add page if necessary): _____

Job Start Date: _____ Job End Date (if applicable): _____

Deadline Date to Submit Materials: _____

Disclose employer name and contact information to students/graduates: ☐ Yes ☐ No

How should students/graduates apply?

☐ Mail ☐ Email ☐ Phone (number: _____)☐ External Website (URL: _____)☐ Submit materials through Career Services (CSO will forward applications after deadline date)Accepted Class Year(s): ☐ 1L ☐ 2L ☐ 3L ☐ Graduate

Materials Requested:

☐ Cover Letter ☐ Resume ☐ Law School Transcript☐ Writing Sample ☐ List of References ☐ Undergraduate School Transcript☐ Online Application (website: _____)



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***Texas A&M University School of Law Nondiscrimination Policy/
Equal Opportunity Obligation of Employers Using Law School Career Resources***

Texas A&M University is committed to providing a safe and non-discriminatory learning, living, and working environment for all members of the University community. The University provides equal opportunity to all employees, students, applicants for employment or admission, and the public regardless of race, color, sex, religion, national origin, age, disability, genetic information, veteran status, sexual orientation, or gender identity. Texas A&M University will promptly, thoroughly, and fairly investigate and resolve all complaints of discrimination, harassment (including sexual harassment), complicity and related retaliation based on a protected class in accordance with System Regulation 08.01.01, University Rule 08.0.01.M1, Standard Administrative Procedure (SAP) 08.01.01.M1.01, and applicable federal and state laws. In accordance with Title IX and its implementing regulations, Texas A&M does not discriminate on the basis of sex in any education program or activity, including admissions and employment. For more information, please visit: [Texas A&M University Notice of Nondiscrimination](#).

Notice to Private Sector Employers Seeking Unpaid Interns

Notice to Private Sector Employers Seeking Unpaid Interns

The U.S. Department of Labor has guidelines governing unpaid internships with for-profit employers. For details, please visit <https://www.dol.gov/whd/regs/compliance/whdfs71.pdf>. Should you wish to participate in the externship program, in which students can work and earn class credit, please contact Cecily Becker at cbecker@law.tamu.edu.

 Signature of Employer

 Date

***Attorney in Good Standing
(for employers who are attorneys—please skip if non-attorney)***

I certify that I am a member, in good standing, of the State Bar of _____, and that I am not under disciplinary action by the State Bar of Texas or any other state.

 Attorney Signature

 Date