**Advertisement Order Form**

**www.jobstock.com.my**

**Note:**

**If you already design the job vacancy advertisement, please email to us and fill in employer information only.**

| **Application Date:** |  |
| --- | --- |
| **EMPLOYER INFORMATION:** |
| **Company Info:** |
| Company Name: |  |
| Address: |  |
| Tel: |  | Fax: |  |
| **Contact person (HR – Recruitment):** |
| Name: |  |
| Tel / HP: |  |
| Email: |  |
| **Contact person (Account – Bill Payment):** |
| Name: |  |
| Tel / HP: |  |
| Email: |  |
|  |
| **Company Description / Introduction / Natural of business:** (to be the heading in the advertisement). |
| **JOBS** |
| **Job Title 1:** |  |
| **Location:** |  |
| **Description:**Example Qualification, The jobs, required experience, etc.. |  |
|  |
| **Job Title 2:** |  |
| **Location:** |  |
| **Description:**Example Qualification, The jobs, required experience, etc.. |  |
|  |
| **Job Title 3:** |  |
| **Location:** |  |
| **Description:**Example Qualification, The jobs, required experience, etc.. |  |
|  |
| **Job Title 4:** |  |
| **Location:** |  |
| **Description:**Example Qualification, The jobs, required experience, etc.. |  |
|  |
| **Job Title 5:** |  |
| **Location:** |  |
| **Description:**Example Qualification, The jobs, required experience, etc.. |  |
|  |
| **Job Application Methods** (please remove unnecessary Yes / No) |
| **Email resume** ( Yes / No ) If Yes, Email to: | **Call for Interview** ( Yes / No )If Yes, Call to Tel:  |
| **Post Resume** (Postal Mail) ( Yes / No ) | **Fax Resume** ( Yes / No )If Yes, Fax to Tel: |
| **Show Company Real Name in advertisement**?( Yes / No )**Note: we strongly encourage business to show company name for better response.****If not showing company Real Name, please provide the Company’s Natural of Business / Description:** |
| **Use Company Logo in advertisement?** ( Yes / No )**Note: please attach with company logo or company website address.** |

**Note:**

* Jobstock assists you to do a simple advertisement artwork design (optional, you may email us your existing design)
* We allow up to 5 vacancies per advertisement.
* Advertiser should receive Mesis Sdn Bhd invoice within 7 days during advertisement broadcasting activities. We accept payment in cash, cheque, bank in / bank transfer into Mesis Sdn Bhd **Public Bank** Account **3154348626**
* Credit Term: 7 Days.