

General Posting Information

Title of Position Available:

Open to Current: 1L 2L 3L Alumni

Approximate Start Date: _____ Salary/Hourly Wage: _____

Hiring Contact/Attorney: _____

Employer Name: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____ Website: _____

Email Address: _____

Position Description:

Application Process

Required Documents: Cover Letter Resume Transcript
 Writing Sample Other (Specify below)

Desired Abilities:

Interviews

The law school will set up interviews for the employers.

Name of Interviewer(s): _____

Schedule Interviews On: Wednesday, February 23
 Thursday, February 24
 Friday, February 25

Preferred Times:

Length of Interviews: 20 Minutes 30 Minutes 40 Minutes

Selection of Interviewees: Applications will be forwarded to the employer on Wednesday, February 16. Employer will review applications and inform the law school who it wishes to interview no later than 2:00 pm, Friday, February 18.

Special Request
(interview room,
virtual interviews,
etc.):

If planning to do virtual interviews, include platform and link at time of request:

If a change in interview format is necessary, a 72 hour notice is required.

Non-Discrimination Policy

The University of Montana is committed to providing an environment that emphasizes the dignity and worth of every member of its community and that provides its students and graduates with equal opportunity to obtain employment free from harassment and discrimination based upon race, color, religion, national origin, creed, service in the uniformed services (as defined in state and federal law), veteran status, sex, age, political ideas, marital or family status, pregnancy, physical or mental disability, genetic information, gender identity, gender expression, or sexual orientation.

I/We have read the University's non-discrimination and Equality of Opportunity policy and agree to abide by the policy as well as state and federal law prohibiting discrimination in hiring.

Printed Name

Signature

Date

Alexander Blewett III School of Law Career Services
32 Campus Drive #6552, Missoula, MT 59812

LawCareerServices@mso.umt.edu TEL: 406.243.2698