



Department of Career Services
Employment Services
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Attention Job Seekers:

The Regional Employment Clearing House (RECH) brings together employers and chemical professionals seeking employment. RECHs provide jobseekers with valuable opportunities to explore local job openings while offering employers a chance to interview candidates from a pool of area talent.

For Spring 2003, two procedures will be used to connect job seekers and employers:

1. **Onsite RECH:** ACS Staff will be available at the meeting to schedule interviews.
2. **Mail-In RECH:** Positions posted by employers will be collected by staff and forwarded to jobseekers via U.S. mail within one week after the meeting. Candidate resumes will be forwarded to registered employers at that same time. Please note there will be no RECH staff onsite.

Job seekers who are attending regional meetings should also complete ACS meeting registration. Information about specific meetings is scheduled to print in *Chemical & Engineering News (C&EN)* on or about the following dates:

Meeting Date	Region	Location	C&EN Program	RECH Registration Deadline
May 31-June 2	Great Lakes	Chicago, IL	April 14	May 12
June 8-11	Middle Atlantic	Princeton, NJ	April 21	May 16
June 12-14	Northwest	Bozeman, MT	April 28	Mail-In
June 15-18	Northeast	Saratoga Springs, NY	May 5	May 30

Listed below are the forms needed to sign up for the Employment Clearinghouse (RECH) at these ACS regional meetings.

Job Seeker Signup Form (1 page).

- Check the box at the top of the form for each regional meeting that you are submitting your resume.
- Indicate which meeting you will be attending.
- Submit five (5) copies of your resume (2-page maximum) for **each meeting**. Forms with incomplete information or insufficient copies of the resume will not be duplicated or forwarded to employers.

Job Seeker Schedule (1 page). Denote which times you are not available for interviews.

Mail completed RECH forms to ACS at the letterhead address, ATTN: RECH. I look forward to working with you. If you have any questions, please call.

For more information go to <http://www.chemistry.org/careers/calendar.html> or call 800-227-5558 x 6208.



Regional Meeting Job Seeker Sign-Up

C #

Four empty boxes for entering the C#

Please check the meetings for which you would like your resume submitted.

Attending ?

- Great Lakes-Chicago, IL - May 31-June 2
Middle Atlantic-Princeton, NJ - June 8-11
Northwest Regional - Bozeman, MT- June 12-14 (Mail-In)
Northeast Regional - Saratoga Springs, NY - June 15-18

- Yes No
Yes No
Mail-In
Yes No

Date

Name Membership #

Address

City/State/Zip

Home Phone Work Phone Email

Fields of Specialization (Select a maximum of 3 fields.)

- Analytical, Biochemical, Biotechnical, Biological/Microbiological, Business, Computers/Computational, Education, Energy, Engineering, Environmental, Forensic, Geological, General/Technical, Health & Safety, Info. Science, Inorganic, Law/Patents, Materials, Med./Clinical, Organometallic, Pharmaceutical, Polymers, Nuclear/Radiochemic, Organic, Physical, Theoretical, Toxicological

Work Experiences (Select a maximum of 3 terms.)

- Abstracting, Administration, Analyst, Attorney, Development-Process, Development-Product, Consulting, Editorial, Health/Safety, Human Resources, Laboratory, Library, Management-General, Management-Laboratory, Management-Product, Management-Project, Manufacturing, Marketing, Pilot Plant, Production Plant, Public Relations, Quality Control/Analysis, Research-Basic, Research-Applied, Sales, Supply, Teaching-Grad., Teaching-K12, Teaching-Undergrad, Technical Writing, Technical Services, Translation

Languages (Select all that apply.)
French, German, Japanese, Russian, Spanish, Chinese, Hindi, Other

Citizenship, Employment Status, Degree(s), Seeking Employment, Willing to Relocate?, Total Years of Experience

RECH JOB SEEKER TIME FORM

Regional Meeting _____

C# _____

- Mark with an "X" the time(s) you will **NOT** be available for interviews
- Print your name at the bottom
- Complete a separate time form for each Regional Employment Clearinghouse you are attending.
Return this Time Form with your resume(s) and sign-up form

Sunday	Monday	Tuesday	Wednesday	Thursday
8:00 am _____	8:00 am _____	8:00 am _____	8:00 am _____	8:00 am _____
8:15 am _____	8:15 am _____	8:15 am _____	8:15 am _____	8:15 am _____
8:30 am _____	8:30 am _____	8:30 am _____	8:30 am _____	8:30 am _____
8:45 am _____	8:45 am _____	8:45 am _____	8:45 am _____	8:45 am _____
9:00 am _____	9:00 am _____	9:00 am _____	9:00 am _____	9:00 am _____
9:15 am _____	9:15 am _____	9:15 am _____	9:15 am _____	9:15 am _____
9:30 am _____	9:30 am _____	9:30 am _____	9:30 am _____	9:30 am _____
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11:15 am _____	11:15 am _____	11:15 am _____	11:15 am _____	11:15 am _____
11:30 am _____	11:30 am _____	11:30 am _____	11:30 am _____	11:30 am _____
11:45 am _____	11:45 am _____	11:45 am _____	11:45 am _____	11:45 am _____
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12:30 pm _____	12:30 pm _____	12:30 pm _____	12:30 pm _____	12:30 pm _____
12:45 pm _____	12:45 pm _____	12:45 pm _____	12:45 pm _____	12:45 pm _____
1:00 pm _____	1:00 pm _____	1:00 pm _____	1:00 pm _____	1:00 pm _____
1:15 pm _____	1:15 pm _____	1:15 pm _____	1:15 pm _____	1:15 pm _____
1:30 pm _____	1:30 pm _____	1:30 pm _____	1:30 pm _____	1:30 pm _____
1:45 pm _____	1:45 pm _____	1:45 pm _____	1:45 pm _____	1:45 pm _____
2:00 pm _____	2:00 pm _____	2:00 pm _____	2:00 pm _____	2:00 pm _____
2:15 pm _____	2:15 pm _____	2:15 pm _____	2:15 pm _____	2:15 pm _____
2:30 pm _____	2:30 pm _____	2:30 pm _____	2:30 pm _____	2:30 pm _____
2:45 pm _____	2:45 pm _____	2:45 pm _____	2:45 pm _____	2:45 pm _____
3:00 pm _____	3:00 pm _____	3:00 pm _____	3:00 pm _____	3:00 pm _____
3:15 pm _____	3:15 pm _____	3:15 pm _____	3:15 pm _____	3:15 pm _____
3:30 pm _____	3:30 pm _____	3:30 pm _____	3:30 pm _____	3:30 pm _____
3:45 pm _____	3:45 pm _____	3:45 pm _____	3:45 pm _____	3:45 pm _____
4:00 pm _____	4:00 pm _____	4:00 pm _____	4:00 pm _____	4:00 pm _____
4:15 pm _____	4:15 pm _____	4:15 pm _____	4:15 pm _____	4:15 pm _____
4:30 pm _____	4:30 pm _____	4:30 pm _____	4:30 pm _____	4:30 pm _____
4:45 pm _____	4:45 pm _____	4:45 pm _____	4:45 pm _____	4:45 pm _____

LAST NAME: _____

FIRST NAME: _____

M.I.: _____