**JOB ORDER**

**STOCK MY STAFF**

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| --- | --- | --- | --- |
| Company:  | Date:  | Confidential: Yes No | Temp / Temp to Hire / Direct Hire / Contract only *(circle one)*  |
| Contact:  | Website:  |
| Title of Contact:  | Contact Email Address:  |
| Contact Phone #:  | Type of Business:  |
| Assignment Address:  | How did you hear about us?  |
| Please indicate the number of positions you are seeking to fill: | Title of Position(s): |
| Briefly describe the position(s) or project(s) you are looking to fill: |
| Please list your top 3 requirements for this position: | Required Years’ Experience: |
| Software Competencies: | Personality/Industry Trait: |
| Did you have a specific budget in mind?Hourly Rate: Project Budget: | How flexible are your budget and/or top 3 requirements?  |