



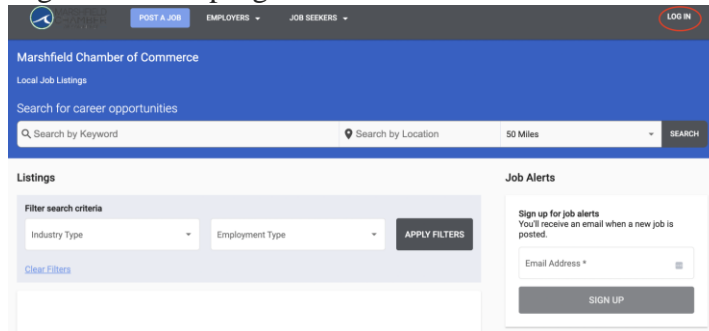
Posting a Job Offering

HOW TO: Post a Job

- Go to www.marshfieldchamber.org
- Under the Business Directory – go to Job Board



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- Click – log-in on the top right



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- It will ask for your e-mail address

Login

Please provide your email address to log in.

[Create an account](#)

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- Enter it
- It will take you to the Job Board
- Enter your username and password

Job Board

Login

Username

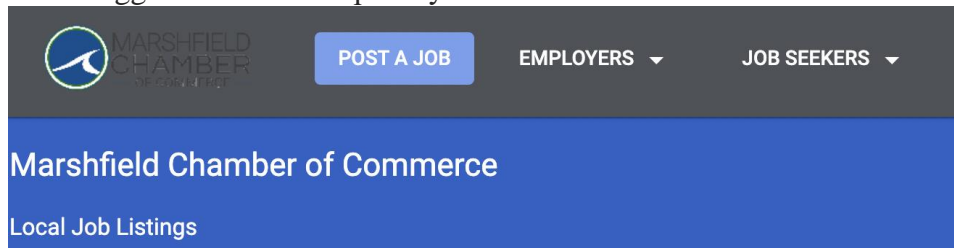
Password

Remember My Login

[Forgot your password?](#)



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- Once you are logged in – on the top left you will see “POST A JOB”



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- Follow the instructions

New Job Post

| | | |
|---|----------------------|------------------------|
| 1 | 2 | 3 |
| Job Post Details | Post Duration | Payment Details |
| <input type="text" value="Job Title *"/> <small style="float: right;">0/100</small> | | |
| <input type="text" value="Employer *"/> <small style="float: right;">0/150</small> | | |
| <input type="text" value="Employer Website"/> <small style="float: right;">0/150</small> | | |
| <input type="checkbox"/> Remote | | |
| <input type="text" value="Address Line 1 *"/> <small style="float: right;">0/250</small> | | |
| <input type="text" value="Address Line 2"/> <small style="float: right;">0/250</small> | | |

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