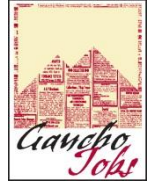


Saddleback College
28000 Marguerite Parkway
Mission Viejo, CA 92692
949/582-4500
www.saddleback.edu

Career Placement Office
The Center for Career and Life Development
SSC #140
Main: 949/582-4575 | Direct: x4278
sccareer@saddleback.edu
www.saddleback.edu/ss/cclcd



GAUCHO JOBS EMPLOYER AGREEMENT

The Gaucho Jobs site is for the listing of bona fide full-time, part-time, internship, seasonal, and short-term/casual positions by small and large businesses, government agencies, nonprofit organizations, on-campus employers, households, and individuals.

All employers posting jobs on Gaucho Jobs must adhere to [Equal Employment Opportunity](#) Commission anti-discrimination laws and regulations.

We reserve the right to refuse Gaucho Jobs service to employers and contacts of employers due to any of the following:

- Requiring at the time of application personal information from applicants such as bank account, social security numbers
- Requiring or requesting donations, fees, investments
- Postings that are items or services for sale cannot be listed
- Misrepresentation by dishonest information or absence of information
- Fraud
- Harassment of Saddleback College students, alumni, or staff
- Breach of confidentiality
- Failure to comply with EEOC laws
- Failure to comply with DOJ Work Authorization Regulations (see below)

2011 WORK AUTHORIZATION UPDATE:

Saddleback College no longer permits the use of work authorization, visa status, or citizenship data on Gaucho Jobs unless required in order to comply with law, regulation, executive order, or government contract. This action is in compliance with a Department of Justice determination requiring job boards to:

- Prohibit any posting that requires U.S. citizenship or lawful permanent residence in the U.S. as a condition of employment, unless otherwise required in order to comply with law, regulation, executive order, or government contract.
- Prohibit any job requirement or criterion in connection with a job posting that discriminates on the basis of citizenship status or national origin.

More information can be found at:

- 1) DOJ: http://www.justice.gov/crt/about/osc/htm/best_practices.php
- 2) NACE: http://www.naceweb.org/s02022011/online_job_postings_campus_recruiting

Failure to comply with these requirements may result in the removal of all job postings by any and all contacts. In addition, the employer and contact accounts may be removed from the system and banned from future use if corrective action is not adequately taken. All tax liability and contract negotiations are to be decided solely between employers and employees. Saddleback College does not accept any responsibility for any unpaid taxes for employment facilitated through the use of Gaucho Jobs.

Original created Fall 2009
Revised 6/22/11
Updated 9/8/11
Approved 9/23/11