



Montana Department of  
**LABOR & INDUSTRY**

# MILES CITY JOB FAIR

**THURSDAY, APRIL 20, 2023 • 10 A.M. - 4 P.M.**  
(Employer table set-up begins at 8:30 a.m.)

## **Custer County Event Center**

Eastern Montana Fairgrounds, 42 Garryowen Rd., Miles City

### **Student Job/Career Fair: 10A.M.-12P.M.**

Businesses will have the opportunity to visit with high school students regarding career opportunities in the field, as well as potential trainings/internships.

### **Job Seeker Job Fair: 12P.M.-4P.M.**

Businesses will have the opportunity to interview local job seekers and build an applicant pool. Job seekers will have the opportunity to contact employers in their area and access community employment resources.

**Event pricing: \$60** (on or before April 1st) **\$80** (after April 1st)

### **How to register**

Register and pay online by visiting: [MilesCityJobFair2023](https://miles-city-job-fair-2023.cvent.com)

or

Mail your registration form and check or cash payment to:  
Anne Anderson, Miles Community College  
2715 Dickinson Street, Miles City, MT 59301

Note: A processing fee will be applied to all credit card payments

For additional information, contact Job Service Miles City at (406) 232-8340 · [miles-city-jsc@mt.gov](mailto:miles-city-jsc@mt.gov)  
or Anne Anderson at (406) 874-6151 · [andersona@milescc.edu](mailto:andersona@milescc.edu)

The Miles City Job Fair is sponsored by



# Job Service MILES CITY

A proud partner of the AmericanJobCenter network

# MILES CITY JOB FAIR 2023

Custer County Event Center • Thursday, April 20th • 10 a.m. to 4 p.m.

Company Name \_\_\_\_\_ Contact Person \_\_\_\_\_

Address \_\_\_\_\_ Telephone \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Email \_\_\_\_\_

Do you currently have open positions in your company?  Yes  No

If yes, What positions are open? Please be specific so we can market this information to job seekers:

## WE PROVIDE:

- Conference table in an 8-foot space
- Two chairs
- Wi-Fi Connection
- Electricity (Upon Request)
- Refreshment Booth

## YOU NEED:

- Table covering
- Recruitment materials and applications
- Promotional Items
- Educational literature
- Electrical cords if needed for displays

## Special Service Available:

Do you require electricity  Yes  No

Please identify your booths display size and any other special needs to help us in assigning booths, such as height requirements, etc.:

## BOOTHS/EXHIBITS

**Booth Installation:** Begins at 8:30 a.m. on April 20, 2023. Set up MUST BE completed before 10 a.m.

Businesses must have their displays **in place until the final closing time of the fair** to allow all job seekers the opportunity to visit the complete fair. It is the purpose of the fair and understood by the exhibitor, that only services and products that are pertinent to employment, training and assistive services shall be displayed, demonstrated or explained. All exhibits must remain in the confines of their own space. Booths must be staffed during all hours of the event. Selling products is prohibited.

## PAYMENT:

### Registration fee

- **\$60** (on or before April 1st)
- **\$80** (after April 1st.)

**Cancellations:** Exhibitors who need to cancel must do so by April 1 to receive a full refund. Cancellations received after that date will forfeit their refund.

**RSVP:** For planning purposes, please RSVP by April 7th  
(Note: Late registration is available at the \$80 cost and will be subject to event spacing.)

### To Pay Online:

Pay online by visiting: [MilesCityJobFair2023](https://www.milescityjobfair2023.com).  
(Note: A processing fee will be applied to all credit card payments)

### To Pay by Mail:

Enclose this registration form and cash or check  
(payable to Miles City Community College) and send to:

Anne Anderson, Miles Community College  
2715 Dickinson St., Miles City, MT 59301