

## Free Template: How to write the Best Job Posting



LDI – Calgary – info (at) learningdirection.com 403-879-2606

**Job Title:** A few target words

**Employer information:** No name Corporation is looking to hire an experienced Job Title.

**Responsible for** KEY duties only.

**Works closely with** members of the "X" department to create, implement, track and monitor SPECIFIC items/functions/strategies.

**You will** describe in summary form what the individual will do .

**The ultimate goal of your efforts is** be specific.

**You will also help team members** describe

**You will lead in the development of** fill in the blank.

**You have a love of learning,** other disciplines

### Overview

- Compensation will commensurate with experience and performance
- Location: \_\_\_\_\_.
- Permanent, full time, part time, casual
- \_\_\_ hrs/week
- Benefits: list

**Typical weekly duties:** list.

**How we measure success:** list.

**Entry requirements** - education, skills and experience list.

### How to apply

**By email**

info (at) \_\_\_\_\_

