



## THE LOWER MANHATTAN SPRING 2009 JOB FAIR

April 17th, 2009

- Date:** Friday, April 17th, 2009
- Agenda:** 10:00 AM – 3:00 PM: Job Fair  
(8:45 AM – 9:45 AM Business Solutions Information Session)  
Refreshments will be served.
- Venue:** P.S. 2 - Meyer London School  
122 Henry Street  
New York, NY 10002
- Directions:** F train to East Broadway, or M15 bus to Madison Street
- Recruit for:** Full- or part-time positions and internships
- Price:** FREE to Recruiters and Job Seekers, but space is limited and booths will be allocated on a first come / first-served basis
- Sponsorship:** Standard (\$500) and Premium (\$2,000) – see registration form for details

**The Lower Manhattan Spring 2009 Job Fair** is truly a quintessential New York response to the times we live in: locally rooted (Lower Manhattan, Lower East Side, Chinatown), but tailored to address your organization's immediate and most pressing recruitment needs.

We pledge that this Job Fair will serve your organization's recruitment needs by:

- **Attracting a deep and broad pool of job seekers:**  
CPC has partnered with other community-based entities such as the Lower East Side Network to ensure that this Job Fair is unique in its ability to attract the multi-layered talent pool that exists in NYC, including seasoned professionals, college graduates and entry-level candidates.
- **Operating on the principle that your time is valuable:**  
The strategic planning and positioning of this Job Fair are done to ensure the most effective and efficient use of resources and time for your organization and for job seekers.
- **Understanding that your organization's financial bottom-line impacts your staffing line:**  
This Job Fair will offer an information session (sponsored by the NYC Business Solutions, Lower Manhattan Center) focusing on real solutions to businesses interested in gaining a competitive edge. Topics include: Navigating Government; Financing Assistance; Minority/Women-owned Business Enterprise Certification; Training Funds and Incentives that save you money as your business relocates, expands or makes capital improvements.

Act now to reserve a space for your organization by completing and returning the Registration form. This is an event that has your recruitment needs in mind.

For more information on **The Lower Manhattan Spring 2009 Job Fair**, please contact Annette Montalvo at 212-941-0041 Ext 503, e-mail [workforcedevelopment@cpc-nyc.org](mailto:workforcedevelopment@cpc-nyc.org) or visit [www.cpc-nyc.org](http://www.cpc-nyc.org).

# The Lower Manhattan Spring 2009 Job Fair

\* Friday, April 17<sup>th</sup>, 2009 10:00AM – 3:00PM \*

P.S. 2 - Meyer London School

122 Henry Street, New York, NY 10002

Directions: F train to East Broadway, or M15 bus to Madison Street

FREE booth and admission with registration

Please fax or e-mail completed registration form to: (212) 374-9120 or [workforcedevelopment@cpc-nyc.org](mailto:workforcedevelopment@cpc-nyc.org)

Visit our website: [www.cpc-nyc.org](http://www.cpc-nyc.org) for the latest updates; or call Annette Montalvo at 212-941-0041 x503

\*Once registered, you are kindly asked to inform CPC if unable to attend the Job Fair\*



Registration Information:

Date: \_\_\_\_\_

Participating Organization:

Main Contact Name:

Title:

Address:

City/ State / Zip:

Phone:

Fax:

E-mail:

Would you be interested in attending the "Business Solutions Information Session"?

Yes \_\_\_\_\_ No \_\_\_\_\_

Organizational Representatives Attending (up to two):

Name \_\_\_\_\_ Title \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_ E-mail \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_ E-mail \_\_\_\_\_

Hiring Profile:

Please check the number of jobs you anticipate offering at the Job Fair:

1-10     11-20     21-30     31+

Salary levels of jobs offered (check all that apply):

Less than \$15,000 annually     \$15,000 - \$25,000 annually     \$25,000 - \$40,000 annually  
 \$40,000 - \$60,000 annually     \$60,000 - \$80,000 annually     More than \$80,000 annually

What types of positions are you recruiting for? (Please specify the fields/areas) \_\_\_\_\_

Company website URL: \_\_\_\_\_



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## SPONSORSHIP PACKAGES

<i>Price</i>	<i>Sponsorship Package Include</i>
<p align="center"><b>Standard Sponsorship</b> <b>\$500</b></p>	<ul style="list-style-type: none"> <li>❖ Your organization’s name will be listed on the official Job Fair pamphlet</li> <li>❖ Priority booth placement</li> <li>❖ Access to a searchable database of all attending job seekers</li> </ul>
<p align="center"><b>Premium Sponsorship</b> <b>\$2,000</b></p>	<ul style="list-style-type: none"> <li>❖ Includes “Standard” Sponsorship level package <b><u>PLUS:</u></b></li> <li>❖ An additional exhibition table in a highly visible and centrally-placed location at the venue</li> <li>❖ Organization’s name/logo displayed on event promotional material and event main banners</li> <li>❖ Invitation to the Press Conference (scheduled for Tuesday, April 14th, 2009 at CPC Headquarters)</li> </ul>

**For all inquiries on sponsorship, please contact:**

Jeff Chen, CPC Workforce Development Director

Tel: (212) 941-0041 x501

Email: [jchen@cpc-nyc.org](mailto:jchen@cpc-nyc.org)

**\* Payments should be received no later than March 31st, 2009 \***

**Please make check payable to:**

**Chinese American Planning Council, Inc.**

ATTN: Job Fair  
165 Eldridge Street, 2<sup>nd</sup> FL  
New York, NY 10002

**Please accept our thanks for your participation!**