

# Job Order Notice

## Staffing Solutions Provider

Company Name:

---

Contact Person:

---

Email:

---

Phone:

---

## Client/Company Information

Client Company Name:

---

Contact Person:

---

Email:

---

Phone:

---

## Job Details

Position Title:

---

Number of Vacancies:

---

Job Type (Full-time/Part-time/Contract):

---

Work Location/Address:

---

Start Date:

---

End Date (if applicable):

---

## Job Description & Requirements

Summary of Duties/Responsibilities:

---

Skills & Qualifications:

---

## Compensation & Benefits

Salary Range:

---

Other Benefits:

---

## Additional Instructions / Comments

---

Authorized by (Client):

---

Date:

---