

# hireTSTC

Connecting TSTC Talent With Industry



## Employer hireTSTC Approval Policy

Texas State Technical College (TSTC) provides hireTSTC, an online career platform, as an exclusive service to students and alumni, as well as, employers seeking to hire TSTC students and alumni for job or internship positions

Employers who have been granted access to hireTSTC have the ability to:

- Post jobs, internships and events.
- Request and manage on campus interviews
- Connect directly to qualified TSTC students and alumni.
- Access and manage employer account information.

The following guidelines have been developed to further a mutually beneficial relationship for employers, students and alumni.

## Employer Guidelines for Use

TSTC adheres to the National Association of Colleges and Employers' (NACE) Principles for Professional Practice, as well as, the Equal Employment Opportunity and Commission (EEOC) guidelines.

By creating an account on hireTSTC, the employer agrees to abide by NACE and EEOC standards, as well as, the guidelines set forth by TSTC. Failure to abide by these standards and guidelines may result in discontinuation of access to hireTSTC.

TSTC Career Services Office adheres to these guidelines in order to ensure the quality of our services and reserves the right to modify these guidelines at any time.

All decisions regarding services provided via hireTSTC are made at the sole discretion of TSTC, and the Career Services Office reserves the right to remove any accounts and/or postings from hireTSTC at any time.

Employers must be in good standing with TSTC.

Complaints received by the Career Services Office at any time regarding unethical work practices or treatment of students and/or alumni by an employer will result in discontinuation of access to hireTSTC and events.

If you have questions regarding hireTSTC, please contact your local TSTC Career Services office.

East Williamson County 512-759-5629 | Fort Bend County 346-239-3429 | Harlingen 956-364-4106 | Marshall 903-923-3327  
North Texas 972-617-4124 | Waco 254-867-3354 | West Texas 325-669-6727

# TSTC Career Service Office

**To be eligible for approval, employer accounts must be filled out completely to include:**

- At least one point of contact within the organization and their contact information must be verifiable.
- A clear and complete company description.
- An email address that matches the domain of the organization's website.
- An active website.
- A complete physical address.

**Employer accounts not eligible for approval include:**

- Employers that provide residential address.
- Employers that offer services that are illegal according to Texas state and federal law.
- Organizations that charge fees for participation or placement.

## Right to Refusal

**TSTC Career Services Office reserves the right to terminate from or refuse the participation of any organization in recruiting activities, including on campus events like, Employer Spotlights, Interview Sessions, or Job Fairs.**

**Reasons for exclusion from participation in any event may include, but are not limited to, misrepresentation, complaints by students/alumni or violation of the Career Services Office recruiting policies.**

All decisions concerning registration of companies and organizations are made at the sole discretion of TSTC.



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