

HOW TO SUBMIT JOBS TO BRUSSELSJOBS



www.brusselsjobs.com/recruit

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Jobs within scope?

Post the job on your website, or on BrusselsJobs?

Urgent recruitment needs or wish to promote your organisation?

www.brusselsjobs.com/post_job

Normally organisations post their job vacancies on their own web pages, and then they need other channels as well for more publicity. E.g. print medias or the internet. IntJobs provides a great channel to reach online jobseekers.

There are three considerations for the recruiter before submitting a job to BrusselsJobs:

- Does the job fall within the BrusselsJobs scope?
- Is the job description posted on your website, or should it be posted directly on our website?
- Should the job be highlighted in our listings to attract more attention?

1. JOBS WITHIN SCOPE?

Qualifying jobs can be listed for free on BrusselsJobs. See our post job page for more information. If a job posting does not fall within our basic job scope and our free posting model, we can still publish it on BrusselsJobs.

We can list jobs that aren't in this scope for a modest charge. Please note we always charge for jobs submitted by recruitment agencies.

2. POST THE JOB ON YOUR WEBSITE, OR ON BRUSSELSJOBS?

We only list for free if the job ad is displayed on your website.

If the job is not already on your website, talk to your website administrator and HR department about whether you can list the job on your web site. If you can't create a web page quickly, we can do it for you - just send us the job details here.

If we create a premium web page for you, we will put your logo at the top of the page, and we will layout the page with all the information you supply. With a BrusselsJobs custom web page:

- Your logo will be prominently displayed.
- The job ad will be linked to from our latest news and category pages on the web site, and in our newsletter.
- The ad will displayed for four weeks.

Ask our sales team to advise you what is best for your recruitment situation.

3. URGENT RECRUITMENT NEEDS OR WISH TO PROMOTE YOUR ORGANISATION?

To get more visibility and responses to your job ad, Brusselsjobs can highlight or promote the ad in our listings.

You can have your job ad highlighted with a logo and description to make it command attention in the job listings over the whole recruitment period.

You can also have your logo displayed next to the job description, which will draw attention from our large audience to your job and your organisation during the whole recruitment period.

For the recruiter who urgently needs intense promotion of one or several jobs, we can also display the job ad at the very top of the front page's job list - and they stay on top during the whole week! The recruiter can even advertise multiple jobs in such a single announcement, if needed. Email us for details.

If you wish to promote several jobs, or recruit for several skills, we can also offer a more detailed recruitment advertisement at the very top of the home page job listings.



Top companies use BrusselsJobs



CONTACT SALES:

Ask about **up to 30% off volume packs** and about our **high visibility packages**

info@brusselsjobs.com

Tel: Belgium +32(0)2 790 3200

Tel: UK +44 (0)20 3608 8800

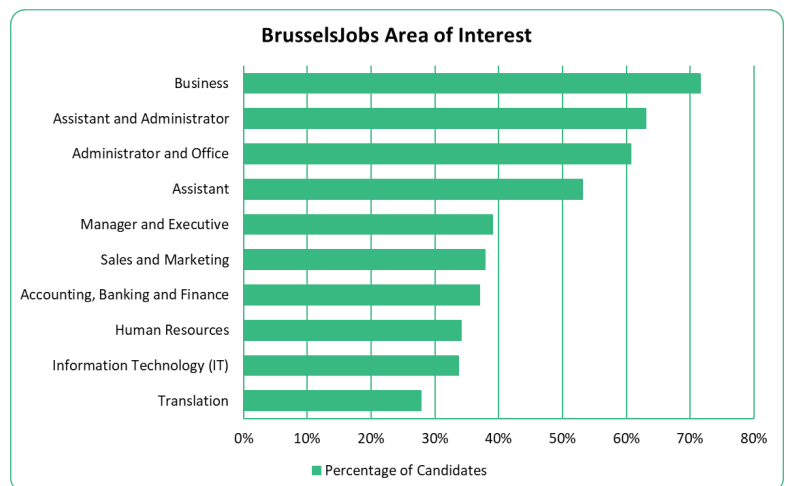
Reach your top talent today

- Centralized site for well-educated international experts and expats looking for jobs in Belgium
- 10 000 sessions (visits) and 7 000 users (unique visitors)
- 7 000 weekly general Newsletter sent and 5 000 weekly Job Alerts with custom preferences

Highly qualified jobseekers in the fields of Business, Finance, HR, Accounting, Office Mgmt., Assistant, IT, and many more.

Through years of marketing and networking at industry relevant events, BrusselsJobs attracted a niche audience of highly qualified candidates.

- 82% are willing to relocate
- 57% hold a master's degree
- 46% have a specialisation in business, finance or administration
- Multilingual with English as the most common language



What our Clients Say



"We have received **many applications** for our position which we advertised on the **BrusselsJobs** website and found it a **very effective way to recruit**. We had **immediate and numerous responses** to our ad, so we asked you to remove our ad earlier as we received enough applications. Many thanks for your great service."

- Emmanuelle Bomo, Harwood Levitt Consulting



DeutscherAnwaltVerein

"We were **urgently recruiting** for an "Assistentin/Sekretärin der Geschäftsführung" in Brussels and decided to put up the vacancy on **BrusselsJobs.com**. 3 weeks later we had **many quality applications** of which we managed to identify some good candidates. As a result we managed to hire one of them already. The Advertisement on BrusselsJobs was **very useful** for us. Thank you very much for your service."

- Elena Iuga, Deutscher Anwaltverein



"I was **very pleased with the response** to our add on **BrusselsJobs**. I think the **BrusselsJobs** website is very well structured and a key reference for candidates and but also recruiters!"

- RA. R. Ayazi, Secretary General, NEREUS-Secretariat



"We have indeed received a **good number of applicants** from the advert we placed on **BrusselsJobs**. The statistics BrusselsJobs provided us with showed us we had over 900 users, who viewed our ad over a 1000 times in only three weeks. I am convinced we will soon hire a good Executive Assistant."

- Joanne Dowson, Recruitment Coordinator Talent Sourcing Europe and Middle East GALLUP