



Employer Day of Event Details and Information Phoenix Healthcare Job Fair

EVENT SCHEDULE

Noon – 2pm	Event Set-up (please note that lunch will not be served – concession stands and restaurants will be open)
2pm – 6pm	Job Fair
6pm – 7pm	Breakdown (for safety reasons the loading doors will not open until 6pm)

LOCATION

Phoenix Convention Center – **South** Building

PARKING and UNLOADING DIRECTIONS

Please use the **Phoenix Convention Center EAST Garage** off Jefferson between 5th and 7th Street.

For entry into the garage, please give your company name.

Jobing.com has paid for **2 parking spots per company** - additional cars will be at your expense of \$14 at the gate.

Your free parking is only available in the East garage; parking fees in other garages will not be reimbursed.

From I-10 – Exit at 7th Avenue and head south. Turn on left on Jefferson and proceed eastbound. Turn left into the garage just past 5th Street.

From I-17 – Exit at 7th Avenue and head north. Turn on right on Jefferson and proceed eastbound. Turn left into the garage just past 5th Street.

To Unload

Please use the dock to unload your supplies. Jobing.com will be at the dock to unload your car and take your items to your booth for you.

Please enter the **staging area for the docks inside the Convention Center East Garage**

Check in with the guard to receive your dock pass (which will be required for entry)

Head to the dock and Jobing.com will unload your car for you

REMINDER – Helium balloons and food samples

Please remember that the facility does not allow helium filled balloons or the serving of any food or beverage above a sample size at your booth.

RECRUITING ACTIVITY

Please be respectful of other employers and do not approach booths during the event hours – this time is dedicated for employers talking to active job seekers. Please keep all your job seeker recruiting activity inside your designated booth and roaming the venue and recruiting outside of your booth is not allowed. Employer solicitation for B2B and B2C products and services is also not allowed.