Job postings in ePACK:
NC State’s ePACK database is intended to serve the NC State student population by providing full-time, co-op, internship, and part-time positions related to a student’s course of study at NC State. Our primary focus is full time salaried and paid internship opportunities. Please note that NC State Career Development Center reserves the right to decline or remove any job posting that they feel is not in the best interests of our students.

- Job postings must be for bona fide positions. Full time positions should require a college degree, and be associated with a degree program offered at our institution. No home-based businesses, multi-level marketing jobs, door-to-door sales, training programs prior to placement, or positions requiring a financial investment by the candidate are allowed.
- The job title, description and requirements must be included. Organizations must identify themselves, provide contact name, email & phone, as well as the location of the position.
- Contact information must be kept current in ePACK along with additional data (address, phone, email).
- Third party recruiters, search firms, employment consultants and placement services must identify themselves as such and must not require a placement fee from the student. Third-party recruiters will be allowed to post positions in ePACK. Career fair attendance will be determined by the individual college liaisons or the career fair coordinator. Third-party recruiters will not be given access to online resume books.
- It is the responsibility of the employer to cancel a posting if the opportunity has been filled.
- Jobs can be posted for a maximum of 60 days, and will be deactivated after the posted expiration date. You will be notified via email when the posting is about to expire and it is the responsibility of the employer to renew the posting, if desired, by extending the expiration date.
- Postings must comply with all applicable federal & state laws, including, but not limited to, the Fair Labor Standards Act.
- More information on the Fair Labor Standards Act, as it pertains to internships, can be found at [http://www.dol.gov/whd/regs/compliance/whdfs71.htm](http://www.dol.gov/whd/regs/compliance/whdfs71.htm).
  - Positions that do not adhere to these standards will not be approved.
  - Academic Credit: Approval of academic credit for internships must be coordinated directly with the appropriate academic department(s). The Career Development Center is not involved in approving internships opportunities for academic credit.
- Foreign-Based Firms: Employers that are foreign-based are allowed to post on our job board with the following criteria: website, travel / housing fees are listed in posting, and location of the position. Organizations that do not charge a fee may use the ePACK job board.
- Commission-Only Opportunities: Employers with commission-only opportunities must explicitly state the precise nature of the work and the compensation structure in their job posting, and in all correspondence with the candidate to be considered for approval in ePACK.
- NC State University reserves the right to determine if a posting is in violation of the guidelines. Postings that are in violation of our guidelines are subject to being removed immediately and without notice.
- By posting your job or internship, you agree that it is in compliance with our guidelines. In order to prevent abuse and to keep this system appropriate for our students who are people of all ages, ethnicities, religions, and nationalities, we reserve the right to remove any listings that are in violation of the guidelines.

North Carolina State University is dedicated to equality of opportunity and supports protection available to applicants, employees, and students under federal law. Accordingly, the university does not practice or condone discrimination in any form. The university is committed to securing equal opportunity regardless of race, color, national origin, religion, sex, age, disability, or sexual orientation.