

## About JobNet Business

**JobNet Business** (formerly the Wisconsin Job Order System or WJOS) is the new and improved process for on-line posting of job orders into Wisconsin JobNet and America's Job Bank-Wisconsin.

**JobNet is the largest single Internet source of job listings for Wisconsin.**

JobNet Business is Internet based and provides 24/7 access to input, edit or remove your job postings. It is real time for edits to and removal of job postings. Newly created job postings are routed to local Job Center staff to be reviewed for content and effectiveness prior to going live on the Internet. JobNet Business is unique in providing this value added quality assurance feature for all job postings.

JobNet Business is very comprehensive and can produce a high quality, effective job postings. There are built in hints and help features. The system is designed to be convenient for repeat users.

DWD reserves the right to refuse job orders which do not meet the **Conditions for Acceptable Job Listings**. All job listings placed in Wisconsin JobNet must comply with the following conditions:

- There must be a current job opening or an anticipated job opening with in the next 90 days.
- An employer/employee relationship will exist between the worker and the company.
- The work site is in Wisconsin or in a border county with Wisconsin in Illinois, Iowa, Michigan or Minnesota.
- No monetary investment is required by a job seeker.
- No fees will be charged job seekers to apply, or be considered for, the position.
- The position being filled is not involved in a labor dispute.
- You must guarantee at least the state/federal minimum wage for all hours worked. This includes jobs paid on commission, performance based incentive, piecework or any other method of compensation.
- You will comply with all applicable state/federal employment laws.
- The job listing contains no potentially discriminatory wording.
- The job listing accurately describes the employment situation and complies with DWD/DWS policy and quality standards.
- If listed by an employment agency, the agency must confidentially provide the work site company name in the "Employer Comments" field of the job listing. This information will not be available to job seekers.

Requests for job listings that do not meet the above requirements will be denied or deleted from the system.

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