

HOW TO SUBMIT JOBS TO EUROBRUSSELS



www.eurobrussels.com/recruit

Table of content:

Jobs within scope?

Post the job on your website, or on EuroBrussels?

Urgent recruitment needs or wish to promote your organisation?

www.eurobrussels.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. EuroBrussels provides a great channel to reach online jobseekers.

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

- Does the job fall within the EuroBrussels 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 EuroBrussels. 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 EuroBrussels.

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 EUROBRUSSELS?

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 EuroBrussels 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, EuroBrussels 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 EuroBrussels



CONTACT SALES:

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

info@eurobrussels.com

Tel: Belgium +32(0)2 790 3200

Tel: UK +44 (0)20 3608 8800

Reach your top talent today

Brussels' leading job site since 2001

- Centralized site for well-educated professionals looking for European affairs and international relations jobs in Europe
- 150 000 sessions (visits)
- 70 000 users (unique visitors)
- 65 000 weekly general Newsletter sent
- 50 000 weekly Job Alerts with custom preferences

Highly qualified jobseekers in the fields of law, politics, economics and communications, and many more.

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

- 89% are willing to relocate
- Majority is based in Belgium, the rest is from Western Europe.
- 70% hold a graduate or undergraduate university degree
- Multilingual with English as the most common language

What our Clients Say



"We post a number of High visibility Job Ads on EuroBrussels and are very happy with the service. We choose EuroBrussels for our recruitment needs, as we require candidates with a strong EU background."
- Amandine Baumann, Recruitment and Development Officer, European Stability Mechanism



"We decided to post the job ad for Training & Communications Coordinator with **Pre-selection Questions**. It **really saved a lot of time** using the Pre-selection Questions to come up with a list of 5 candidates best qualified for interview. Since then we have offered the position to one of those candidates! I appreciated the help from the consultants to create the best questions and really thank them for the support they provided."
- Koen Block, Executive Director, European AIDS Treatment Group (EATG)



"Thanks we were **very pleased with the response** we received for our Programme Manager Caucasus position, which is split between London and Tbilisi. We received a lot of applications from persons with a **good understanding of the Caucasus**, willing to travel and a lot of **policy related experience**."
- Marie Aziz, SaferworldPHAP



"Thank you very much! I'm **impressed with the short turn-around time**. Our ad for Events and Communications Associate was online within less than two hours after we submitted it and we started receiving CV's the same day already. A small change to our job ad was implemented immediately."
- Angharad Laing, Executive Director, PHAP - International Association of Professionals in Humanitarian Assistance and Protection

