



## TEXAS JOB FAIR EMPLOYER CODE OF CONDUCT

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Employers should adhere to the following policies and procedures while participating in the Texas Job Fair. These policies and procedures are in place to ensure that you, as well as job seekers, have a positive and productive Texas Job Fair experience.

1. Maintain professionalism in all recruiting, interviewing and selection practices set forth by the National Association of Colleges and Employers under **Principles for Employment Professionals** which can be found at <http://www.nacweb.org/principles>.
2. Be an equal opportunity employer and offer employment without regard to race, color, religion, sex, marital status, national origin, age, disability, or status as a veteran, in accordance with all applicable State and Federal laws.
3. Not require candidates to purchase products or supplies, invest, and/or pay a fee as a condition of employment.
4. Supply accurate information about the organization and employment opportunities.

Complaints brought to the attention of Houston Area Consortium of Career Centers regarding employer conduct during the Texas Job Fair will be evaluated.

If an employer is found to be conducting business other than recruiting students and alumni for possible positions, that employer will be asked to leave the event immediately.

Future recruiting privileges may be withdrawn, if employers are found to have engaged in misconduct.

**HACCC RESERVES THE RIGHT TO REFUSE SERVICES TO ANY EMPLOYER.**