

## NEWS RELEASE

**For Immediate Release:** April 3, 2015

**Information Contact:** Mitchell Post (208) 364-7781 ext. 3836

### **Caldwell Workshop Set on Job Analysis, Descriptions**

An employment attorney from Idaho Employment Solutions will discuss job analysis and descriptions during a workshop April 9 sponsored by the Canyon County Employer Association and the Idaho Department of Labor.

Ronaldo Coulter will discuss what to include and how to remain legally compliant in developing job analyses and descriptions.

The workshop runs from 11 a.m. to 1 p.m. at the Department of Labor's Canyon County office, 4514 Thomas Jefferson St. in Caldwell. Lunch will be included, and there is a \$15 charge. Seating is limited so those wishing to attend should register by April 8 by contacting Labor Consultant Mitchel Post at (208) 364-7781 ext. 3836 or online at [mitchell.post@labor.idaho.gov](mailto:mitchell.post@labor.idaho.gov).

Persons with disabilities who need a reasonable accommodation to participate can also contact Post. To access the Idaho Relay Service for the deaf and hard of hearing, dial 711.

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