



The Combustion Institute

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CombustionInstitute.org

Job Opportunity Submission Guidelines

The Combustion Institute lists job opportunities on behalf of employers free of charge for the benefit of the international combustion community.

Policies

The Combustion Institute does not endorse or recommend employers or job opportunities. Employers who submit a job for listing on CombustionInstitute.org agree to be solely responsible for the content of each listing and indemnify The Combustion Institute and hold it harmless for any losses or damages that may result directly or indirectly from any usage of the listing. The employer understands a job opportunity submission may be denied or a listing may be removed without prior notice at any time for any reason.

Listing Terms

Job opportunities must abide by the following terms:

1. All job postings must be for legitimate paid openings.
2. Employers must be registered corporations or organizations in their respective regions and countries of operation. Individuals (*sole-proprietorships*) and unincorporated groups may not submit job opportunities.
3. The Combustion Institute seeks job opportunities from the following types of organizations:
 - a. Universities and other educational institutions
 - b. Combustion related industries
 - c. Nonprofit organizations
 - d. Government agencies
4. Job opportunities are removed after 90 days from the listing date.
 - a. It is the responsibility of the employer to contact The Combustion Institute to remove a listing early if a job opportunity has been filled.

- b. Employers may also request extended listings if a job opportunity has not been filled.

The Combustion Institute reserves the right to determine if an employer or job opportunity is in violation of these terms.

Submission Requirements

To submit a job opportunity for listing on CombustionInstitute.org:

- Job opportunities must include:
 - Job title, description, and requirements
 - Location of the open position
 - Application instructions for candidates
 - Employer's name and contact information
- Employers are encouraged to submit a link to a job opportunity posted on an organization owned website or portal.
 - Job opportunities may also be submitted in **MS Word, PDF, or plain text** in the body of an email. The Combustion Institute will format those listings in a job opportunity template.

Note: *The Combustion Institute will not list job opportunities that direct candidates to third party portals e.g., Monster.com or employment consultant websites.*

- Job opportunities and questions may be submitted to The Combustion Institute office: Office@CombustionInstitute.org.