



Application for Student Employment

Work Study and Community Service • 2010-2011

This form is used for on-campus work study employment and the community service work study program. The information provided on the form will be made available to prospective employers and will assist in determining appropriate referrals based on your skills, interests and previous job experience. Some positions may require previous employment verification. Return completed form to Fiscal Operations.

PERSONAL

Name _____ Student ID # _____
last first middle initial

Permanent Address _____ Phone () _____
number and street city state ZIP

Local Address _____ Phone () _____
number and street city state ZIP

E-mail _____ Cell Phone () _____

RETURNING STUDENTS

Do you wish to work in the same department? yes no If yes, which department? _____

EDUCATION

Class Level: Freshman Sophomore Junior Senior

Major _____

List awards, honors and extra-curricular activities: _____

EMPLOYMENT EXPERIENCE – include all on-campus and off-campus employment

Name and Address of Employer or Department Name	Job Title	Dates Employed
_____	_____	_____
_____	_____	_____

If MSJ employment, will you be returning to the same position next semester? yes no

Are you willing to work weekends? yes no Evenings? yes no

Do you have a valid driver's license? yes no Car available? yes no

SKILLS

Check any of the following skills/experience you may have:

Tutoring Science Lab Library Telephone Skills

Data Entry Audio Visual Equipment Filing Other

List Software Applications that you are skilled in: _____

- Number the types of work that you prefer (mark 1st choice #1). Indicate top four choices only.
- | | | | | |
|-------------------------|------------------------|-----------------------|------------------|-----------------|
| ___ Athletic Office | ___ Child Care | ___ Community Service | ___ Computer Lab | ___ Copy Center |
| ___ Grounds | ___ Intramural Sports | ___ Library | ___ Mailroom | ___ Office Work |
| ___ Off-campus Tutoring | ___ On-campus Tutoring | ___ Reception Desk | ___ Science Lab | ___ Weight Room |

Release: I give my permission to release information provided on this form to prospective employers.

Signature _____ Date _____