

Part-time Employment Application

Applicant Information

Full Name: _____ **Date:** _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: () _____ E-mail Address: _____

Expected Graduation Date _____ Tech ID: _____ Major/Minor : _____

Position Applying for: _____

How long will you be available for this position? _____ How many hours per week can you work? _____

Are you available to work

Winter Break	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Spring Break	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Summer Break	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Interim (between semesters)	YES <input type="checkbox"/>	NO <input type="checkbox"/>

Education

College: _____ City/State: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

Other: _____ City/State: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

References (three people not related to you who can be contacted regarding your qualifications, work habits, and character)

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____ Email: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____ Email: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____ Email: _____

Qualifications

Please list any qualifications you have which are related to this position (skills, computer hardware or software, hobbies, interests, languages, research, licenses, etc.)

Previous Employment

Employer: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

Employer: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

Employer: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

Schedule (please indicate hours that you are available to work)

Day	Morning	Afternoon	Evening
Monday	_____	_____	_____
Tuesday	_____	_____	_____
Wednesday	_____	_____	_____
Thursday	_____	_____	_____
Friday	_____	_____	_____
Saturday	_____	_____	_____
Sunday	_____	_____	_____

Signature

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my dismissal.

Signature: _____ Date: _____

If completing this form electronically, please type your name to agree to the terms above.