



APPLICATION FOR STUDENT EMPLOYMENT

(Please print clearly and complete **BOTH** sides)

PERSONAL INFORMATION

Date _____ Student ID # _____
Name (Last, First, M.) _____ Telephone () _____
Permanent Address _____ Cell () _____
City, State, Zip _____ E-Mail _____
Have you previously worked for Utica College before? YES NO If so, where? _____

SKILLS

Word Processing Programs _____
Spread Sheet/Database Programs _____
Do you speak a language other than English (please list) _____
Do you have experience with html programming or web design? YES NO With Audio Visual Equipment? YES NO
Are you certified in CPR for the Professional rescuer? YES NO Do you have Red Cross Lifesaving Certification? YES NO
(if yes, proof will be required)
Please list any additional qualifications or skills you would bring to the job _____

AVAILABILITY

- Will you be able to work weekends? YES NO
- Will you be available to work evenings? YES NO
- Will you have transportation to an off-campus site, if needed? YES NO

PREFERENCES

Please check off all areas of interest

- | | |
|--------------------------------------------------|-------------------------------------------------|
| <input type="checkbox"/> Audio Visual Aide | <input type="checkbox"/> Paid Community Service |
| <input type="checkbox"/> Computer Lab Assistant | <input type="checkbox"/> Office Assistant |
| <input type="checkbox"/> Desk Attendant | <input type="checkbox"/> Library Assistant |
| <input type="checkbox"/> Tutor: Subject(s) _____ | <input type="checkbox"/> Maintenance Aide |

Is there a particular area you would like to work in? _____

SIGNATURE

I hereby certify that all information provided herein is true, correct, and complete. If employed, I understand that any falsification or omission of fact on this application may result in my dismissal. I understand that acceptance of this application does not constitute a contract. If hired, employment is at-will and can be terminated at any time and without prior notice.

Student Signature _____

Date _____

Utica College is an equal opportunity, affirmative action employer, and considers applicants for all positions without regard to race, age, color, religion, gender, marital status, sexual orientation, or disability. This nondiscrimination policy covers admissions, and access to and treatment in College programs, services and activities. Utica College cannot guarantee employment.