



Office of Residential Life & Housing

Employment Application

Applicant Information

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

Campus Address: _____
Hall and Room Number

Phone: _____ Email _____

Student ID Number: _____ Major: _____

Work Study (circle) Yes No Approved Hours _____

Previous Employment *(if you don't have previous employment, include any volunteer or leadership opportunities you have completed)*

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Location & Availability

Please mark which building(s) you are applying for:

Browne Hall: _____ Penfield Hall: _____ Sweet Hall: _____ Thorp Hall: _____ Weber Hall: _____

*Browne, Penfield, Sweet, Thorp and Weber Desk Hours start at 7pm.
As this application is used for multiple buildings, please include all times, you would be available to work.
The desks are currently scheduled to close Friday-Wednesday at 12Midnight and 2am on Thursday.*

Please write "Open" for the times, you would be able to work the front desk.

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
7p – 8p							
8p – 9p							
9p- 10p							
10p- 11p							
11p – 12a							
12a – 1a							
1a – 2a							

References

Please list two references that are not related to you.

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Disclaimer and 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 release.

Signature: _____ Date: _____

Please return all Front Desk Applications to the Office of Residential Life and Housing