



APPLICANT INFORMATION			
Last Name:	First:	M.I.:	Date:
Campus Address:			
Permanent Address:			
City:	State:	ZIP:	
HuskyNet E-mail Address:		@stcloudstate.edu	
Permanent Phone:		Date Available to Start:	
Campus Phone:	Have you worked on campus before?		YES <input type="checkbox"/> NO <input type="checkbox"/>
Date of Graduation:	If so, where:		
Major:	Have you been allocated Work Study?		YES <input type="checkbox"/> NO <input type="checkbox"/>
Minor:	Are you available for Summer Employment?		YES <input type="checkbox"/> NO <input type="checkbox"/>

POSITION YOU ARE APPLYING FOR:	
<input type="checkbox"/> Clerical/Office Assistant (customer service, answer phones, general office help)	<input type="checkbox"/> Customer Service Representative (customer service, answer phones, answer walk-in questions)
<input type="checkbox"/> Computer Store Assistant (customer service, cashier, answer phones, knowledge of computers)	<input type="checkbox"/> Delivery Driver (must have valid driver's license, be able to lift 35 lbs, and available 10am to Noon, Monday – Friday)
<input type="checkbox"/> Lab Consultant (customer service, interest in technology)	<input type="checkbox"/> Graphic Design Assistant
<input type="checkbox"/> HelpDesk Consultant (customer service, knowledge of computers & software)	<input type="checkbox"/> Web Developer
<input type="checkbox"/> Data Entry (typing skills, knowledge of Excel or other data entry software)	<input type="checkbox"/> Technical Wiring Assistant (must be able to climb a 6 foot ladder and lift at least 25 lbs.)
<input type="checkbox"/> Technology Trouble Shooter (advanced knowledge of computers & software)	<input type="checkbox"/> Communication Specialist (good communication skills, graphic design experience)

EXPERIENCE	
Briefly describe your past job experience:	
Have you ever worked in a service related job before?	
YES <input type="checkbox"/> NO <input type="checkbox"/>	
If yes, please describe:	
Do you own a computer?	
PC <input type="checkbox"/> MAC <input type="checkbox"/> NONE <input type="checkbox"/>	
Please indicate which Operating Systems you have experience with:	
<input type="checkbox"/> Windows Vista <input type="checkbox"/> Windows XP <input type="checkbox"/> Mac OS X <input type="checkbox"/> Mac OS 9 <input type="checkbox"/> Others:	

Please indicate which software you have experience with:

Microsoft Word Microsoft Excel Microsoft PowerPoint Microsoft Outlook Microsoft OneNote
 Microsoft Access Adobe Acrobat Adobe Photoshop Adobe InDesign Adobe Dreamweaver
 Adobe Contribute Adobe Flash Adobe Illustrator Experience with XHTML/CSS
 Others (*please list*):

Please list the addresses of any web sites you have created and/or online portfolios:

REFERENCES		
Full Name	Relationship	Phone
Full Name	Relationship	Phone
Full Name	Relationship	Phone

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 _____

WORK AVAILABILITY (please indicate class periods/unavailable times with an X)

Please indicate which semester you are applying for:

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
7:00 a.m.							
7:30 a.m.							
8:00 a.m.							
8:30 a.m.							
9:00 a.m.							
9:30 a.m.							
10:00 a.m.							
10:30 a.m.							
11:00 a.m.							
11:30 a.m.							
12:00 p.m.							
12:30 p.m.							
1:00 p.m.							
1:30 p.m.							
2:00 p.m.							
2:30 p.m.							
3:00 p.m.							
3:30 p.m.							
4:00 p.m.							
4:30 p.m.							
5:00 p.m.							
5:30 p.m.							
6:00 p.m.							
6:30 p.m.							
7:00 p.m.							
8:00 p.m.							
9 p.m. – 2 a.m.							

Please fill out & return application to the Dean's Office in Miller Center 112.