



MOUNT ST. JOSEPH UNIVERSITY

Application for Student Employment
Work Study and Community Service • 2016-2017

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.

PERSONAL
Name _____ Student ID # _____
Permanent Address _____ Phone () _____
Local Address _____ Phone () _____
E-mail _____ Cell Phone () _____
Do you live on campus? [] yes [] no

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
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 Weight Room Media/Technical Support
Grounds Intramural Sports Library Office Work
Off-campus Tutoring On-campus Tutoring Reception Desk Science Lab

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