

Job ID Number _____ Job Title _____ Dept./Emp. Name _____
The Wright Search Job ID #

Work Availability Desired number of hours/week _____

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Hours in class for upcoming term:							
Hours available to work:							

Please indicate if you are available to work during the following times, check all that apply:

- Summer Break Winter Break Spring Break
 Weekends Early Mornings Late Evenings

Personal Information

Last Name _____ First Name _____ Middle Initial _____

University ID _____ Email _____

Phone Number _____ Cellular Phone _____
Include area code Include area code

Local Street Address _____ City _____ State _____ Zip _____

Permanent Address _____ City _____ State _____ Zip _____

General Office Skills:

Computer/Software/Technical/Lab Skills:

Class Level: _____ Major: _____ Cumulative GPA _____

Have you ever worked on campus? Yes No

Do you have a Federal Work Study Award?* Yes No Amount of Award _____

*Submit a screen capture of WINGS Federal Work Study award notification with your application.

Employment and Volunteer History (Please start with most recent employment)

Dates Employed _____ to _____ Employer _____

Job Title _____ Supervisor _____ Phone No. _____
Include area code

Duties:

Reason for leaving _____

Dates Employed _____ to _____ Employer _____

Job Title _____ Supervisor _____ Phone No. _____
Include area code

Duties:

Reason for leaving _____

Dates Employed _____ to _____ Employer _____

Job Title _____ Supervisor _____ Phone No. _____
Include area code

Duties:

Reason for leaving _____

**When submitting this application electronically, I understand that my typed name serves as my signature. I certify that all statements in this application are true and accurate; I understand that making false statements is reason for being denied employment or for having my employment terminated.*

Signature _____ Date _____