

**UNIVERSITY CENTER**  
**Student Employment Application**

Name \_\_\_\_\_ UTC ID# \_\_\_\_\_ Email \_\_\_\_\_

Campus Address \_\_\_\_\_

Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Birth date \_\_\_\_\_ For what semester are you applying? \_\_\_\_\_

Cumulative GPA \_\_\_\_\_ Last Semester GPA \_\_\_\_\_ (2.5 GPA required)

Major Classification (circle)    Fresh.    Soph.    Jr.    Senior    Graduate

Expected Graduation Date: \_\_\_\_\_

Check which skills/work experience you possess which will help us in reviewing your application:

- Cashier/teller                       Room set-ups; move table/chairs  
 Building Management               Office work

**Recent Work or Volunteer Experience**

1.    Employer/Company \_\_\_\_\_ Dates \_\_\_\_\_  
      Phone Number \_\_\_\_\_ Contact Person \_\_\_\_\_  
      Duties \_\_\_\_\_

2.    Employer/Company \_\_\_\_\_ Dates \_\_\_\_\_  
      Phone Number \_\_\_\_\_ Contact Person \_\_\_\_\_  
      Duties \_\_\_\_\_

**Questions**

Check the area/areas of the University Center you are interested in working. See the attached descriptions for information on each position.

- Office Assistant                       Game Room Assistant  
 Operations Assistant               Student Manager

How did you learn about the position for which you are applying?

- Friend  
 Current employee - Name: \_\_\_\_\_  
 Placement and Student Employment  
 Other \_\_\_\_\_

Please describe your involvement in student organizations, extracurricular activities and/or other interests, hobbies. \_\_\_\_\_

What two characteristics are most important to you in your job? \_\_\_\_\_

Approximately how many hours a week would you like to work? \_\_\_\_\_

In case of Emergency, please contact:

Name \_\_\_\_\_ Phone Number \_\_\_\_\_

I certify that to the best of my knowledge, the information on this application is correct. I authorize any and all information to be verified.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Return completed application with class schedule to the University Center office,  
UC Room 226.**

*Without a class schedule attached, you will not be considered for any positions.*

*Office Use*

Interviewed: \_\_\_\_\_

Comments: \_\_\_\_\_

Experience: \_\_\_\_\_

Reference: \_\_\_\_\_

Date Hired: \_\_\_\_\_ Rate of Pay: \_\_\_\_\_