 UNIVERSITY OF WISCONSIN-MILWAUKEE LIBRARIES - Milwaukee Campus

 **APPLICATION FORM FOR STUDENT EMPLOYMENT**

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Preferred First Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Preferred Last Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Personal Pronouns: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Legal First Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Legal Last Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Legal Middle Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Current Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-mail Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_@uwm.edu

Are you currently enrolled as a student at UWM? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ What campus? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Year in College: Freshman\_\_\_\_\_\_\_ Sophomore\_\_\_\_\_\_\_ Junior\_\_\_\_\_\_\_ Senior\_\_\_\_\_\_\_ Graduate Student\_\_\_\_\_\_\_

 Major: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Minor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ When do you expect to Graduate? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

How many hours can you work per week? \_\_\_\_\_\_\_\_\_\_ (up to 25 hours weekly may be available with rotating weekends)

Do you plan to work during school vacation periods? \_\_\_\_\_\_\_\_\_\_ Do you have Work/Study funding? \_\_\_\_\_\_\_\_\_\_

What computer skills do you have? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Other job-related experience/skills: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Have you worked in a library before? \_\_\_\_\_\_\_\_\_\_ If so, how long and describe your library duties: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Have you worked on campus before? \_\_\_\_\_\_ If so, where? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Do you currently hold another job? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Describe your duties in current/previous jobs: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Give three references (preferably employers). Start with the most recent employment.

|  |  |  |  |
| --- | --- | --- | --- |
|  Name of Supervisor |  Name of Business | Business Address and Phone Number |  Date(s) of Employment |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

How did you hear about this job?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**AVAILABILITY**

Below please indicate when your classes are and when you **CANNOT** work.

Note: If your class is different from these time periods…Please write in the exact class time.

*Example: 10:30-12:45pm.*

**Semester: \_\_\_\_\_Fall \_\_\_\_\_Spring \_\_\_\_\_Summer**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **TIME** | **SUN** | MON | **TUE** | **WEDS** | **THUR** | **FRI** | **SAT** |
| 7:00 AM | ***CLOSED*** | **7:25 open** | **7:25 open** | **7:25 open** | **7:25 open** | **7:25 open** | ***CLOSED*** |
| 8:00 AM | ***CLOSED*** |  |  |  |  |  | ***CLOSED*** |
| 9:00 AM | ***CLOSED*** |  |  |  |  |  | ***CLOSED*** |
| 10:00 AM | ***CLOSED*** |  |  |  |  |  | ***CLOSED*** |
| 11:00 AM | ***CLOSED*** |  |  |  |  |  | ***CLOSED*** |
| NOON | **11:55am****Open** |  |  |  |  |  | **11:55am****Open** |
| 1:00 PM |  |  |  |  |  |  |  |
| 2:00 PM |  |  |  |  |  |  |  |
| 3:00 PM |  |  |  |  |  |  |  |
| 4:00 PM |  |  |  |  |  |  |  |
| 5:00 PM |  |  |  |  |  |  |  |
| 6:00 PM |  |  |  |  |  |  |  |
| 7:00 PM |  |  |  |  |  | **CLOSE at 6:45** | **CLOSE****at 6:45** |
| 8:00 PM |  |  |  |  |  | ***CLOSED*** | ***CLOSED*** |
| 9:00 PM |  |  |  |  |  | ***CLOSED*** | ***CLOSED*** |
| 10:00 PM |  |  |  |  |  | ***CLOSED*** | ***CLOSED*** |
| 11:00 PM | **CLOSE****at 10:45** | **CLOSE****at 10:45** | **CLOSE****at 10:45** | **CLOSE****at 10:45** | **CLOSE****at 10:45** | ***CLOSED*** | ***CLOSED*** |