



**UNIVERSITY OF WISCONSIN-MILWAUKEE LIBRARIES  
ACCESS SERVICES & OPERATIONS DIVISION: CIRCULATION & RESERVE SERVICES  
APPLICATION FORM FOR STUDENT EMPLOYMENT**

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

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

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

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

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

Are you currently enrolled as a student at UWM? ( Y / N ) Which campus (if **not** Milwaukee)? \_\_\_\_\_

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 per week may be available)

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

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

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

Have you worked in a library before? \_\_\_\_\_YES \_\_\_\_\_NO

If yes, for how long? \_\_\_\_\_ Please describe your library duties: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you worked on campus before? (Y / N) : If yes, where? \_\_\_\_\_

Do you currently hold another job? (Y / N) : If yes, is the job on campus (and where)? \_\_\_\_\_

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

AS&O unit you are interested in: Any \_\_\_\_\_ Circulation \_\_\_\_\_ ILL \_\_\_\_\_ Equipment/Reserve \_\_\_\_\_ Shelving \_\_\_\_\_

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? \_\_\_\_\_

## WORK AVAILABILITY

Name: \_\_\_\_\_ Semester: Fall \_\_\_\_\_ Spring \_\_\_\_\_ Summer \_\_\_\_\_

Please cross out hours that you are unable to work. Leave available time blocks blank.

Time	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
7:30am							
8:00am							
8:30am							
9:00am							
9:30am							
10:00am							
10:30am							
11:00am							
11:30am							
12 (noon)							
12:30pm							
1:00pm							
1:30pm							
2:00pm							
2:30pm							
3:00pm							
3:30pm							
4:00pm							
4:30pm							
5:00pm							
5:30pm							
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6:30pm							
7:00pm							
7:30pm							
8:00pm							
9:00pm							
10:00pm							
11:00pm							

**NOTE: MAKE SURE TO SEND APPLICATION AND AVAILABILITY TO: [libcirc@uwm.edu](mailto:libcirc@uwm.edu)**