

*The Office of Educational Opportunity Programs and Ethnic Affairs*

Student Employment Application

*This application can be completed on line, but it must be printed to add your signature and date before submitting it. You may also complete it manually.*

***Class Level*** [ ]  Freshmen [ ]  Sophomore [ ]  Junior [ ]  Senior [ ]  Graduate Student *I am a Guardian Scholar Student* [ ]  Yes [ ]  No

***Position***

***Applying for*** [ ]  EOP Student Assistant [ ]  Public Information Assistant [ ]  Mentor

 [ ]  Outreach & Recruitment S.A. [ ]  Information Systems

 [ ]  Special Projects Administrative Assistant *(during Summer Bridge in July, August must also be available on Saturday and Sunday)*

[ ]  Guardian Scholars Assistant [ ]  Guardian Scholar Volunteer [ ]  Phone Banker

***Personal Information***: *(Please print clearly, if completing manually)*

Last Name       First Name       M.I.       Red I.D.

Street Address       Apt. #       ST       Zip Code

Local home phone (     )       Work or Cell phone (     )       SDSU Email

Do you have Federal Work Study? [ ]  Yes [ ]  No

What is your major/ career interest?

Term/Year you plan to graduate?       SDSU GPA?       Semester Applying for? [ ]  Fall [ ]  Spring Year

Are you currently working? [ ]  Yes [ ]  No If yes, [ ]  On Campus [ ]  Off Campus

Are you available for training? [ ]  Yes [ ]  No

Are you an international student, eligible to work in the U.S.? [ ]  Yes [ ]  No [ ]  N/A

VISA # Type of Visa:

Are you a current EOP Student? [ ]  Yes [ ]  No

Do you have a valid CA driver’s license? [ ]  Yes [ ]  No

Do you have your own transportation? [ ]  Yes [ ]  No

Were you/are you involved in any student life/organization(s)? [ ]  Yes [ ]  No

If so, complete following details, *or attach separately*:

Student Employment Application.last updated 10/3/2018

|  |  |  |  |
| --- | --- | --- | --- |
| Name of organization | Length of time | Activities Participated/Coordinated*(max. space: 2 x 36 characters)* | Titles/Position*(max. space: 2 x 18 characters)* |
|       |       |            |            |
|       |       |            |            |
|       |       |            |            |

*EOP Student Employment Application cont’d*

***Language Proficiencies*** (*Other than English*):

|  |  |  |  |
| --- | --- | --- | --- |
| Language       | Ability to Speak: [ ]  Yes [ ]  No | Ability to Read: [ ]  Yes [ ]  No | Ability to Write: [ ]  Yes [ ]  No |
| Language       | Ability to Speak: [ ]  Yes [ ]  No | Ability to Read: [ ]  Yes [ ]  No | Ability to Write: [ ]  Yes [ ]  No |
| Language       | Ability to Speak: [ ]  Yes [ ]  No | Ability to Read: [ ]  Yes [ ]  No | Ability to Write: [ ]  Yes [ ]  No |

***Computer Skills*** *(check all applicable):*

[ ]  Microsoft Word [ ]  Excel [ ]  PowerPoint [ ]  Access [ ]  Publisher

[ ]  You Tube [ ]  Snap Chat [ ]  Facebook [ ]  Instagram [ ]  Twitter

[ ]  Dreamweaver [ ]  Toolbox

***References*** *It is our procedure to check references. If you do not wish to have your current employer/supervisor contacted, please check the box below.*

[ ]  Do not contact my current employer.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Name** | **Phone w/ Area Code + Ex** | **Employer/Title** | **Address** |
| [ ]  Professional[ ]  Personal |       |       |       |       |
|  |  |  |  |  |
| [ ]  Professional[ ]  Personal |       |       |       |       |
|  |  |  |  |  |
| [ ]  Professional[ ]  Personal |       |       |       |       |
|  |  |  |  |  |

***Work Availability*** *Note: Special Projects Administrative Assistant during Summer Bridge in July, August must also be available on Saturdays and Sundays*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** |
| **From-To** |       |       |       |       |       |
| **From-To** |       |       |       |       |       |
| **From-To** |       |       |       |       |       |