

Center for Ethics and Religious Affairs
Employment Application
Work Study Position – Information Desk Attendant

DATE: _____

NAME: _____

Personal Information

LOCAL ADDRESS:

PHONE NUMBER: _____

EMAIL: _____

HOME ADDRESS:

COUNTY OF HOME ADDRESS: _____

Career Information

Please attach a resume if you have one.

MAJOR: _____

YEAR OF STUDY: _____

WORK EXPERIENCES (Please list most recent employment first.):

1 _____

2 _____

3 _____

PERSONAL SKILLS (List personal skills and talents that you can provide to the CERA (i.e., customer service, computer skills, event planning, research, marketing, etc.):

Work Schedule

NOTICE: To receive full consideration, applicants MUST have Federal Work Study funding and attach a copy of their weekly class schedule to the application form.

Can you work up to 10 hours a week? YES_____ NO_____

COMMENTS:

Are you willing to work nights? YES_____ NO_____

COMMENTS:

Can you work weekends? YES:_____ NO_____

COMMENTS:

Please share what motivates your interest to work at the Center for Ethics and Religious Affairs.

REFERENCES:

(Please provide the names and contact information for two teachers, advisors, counselors, or nonrelated community members)

1. _____

2. _____

OFFICE USE ONLY:

Process_____

Hold_____

Unable to hire____