



Application for Student Employment

Please type or print responses to all sections of this form and submit to the Student Employment Office for authorization. You may attach additional pages or a résumé if desired. Submission of an application does not guarantee the applicant of an interview.

POSITION: _____
DEPARTMENT: _____
SUPERVISOR: _____
LOCATION: _____ **PHONE:** _____

STUDENT APPLICANT INFORMATION

Name: _____ **Chaffey ID Number:** _____
Home Phone: _____ **Cell Phone:** _____ **E-mail** _____ @panther.chaffey.edu

EDUCATION • Include current Chaffey College program of study as well as any other related educational background.

Name of Institution Attended	Program of Study	Units Completed	Degree Received

EXPERIENCE • List all related experience including volunteer and/or military service. Attach a detailed résumé if desired.

Position: _____ Company: _____ From: _____ To: _____	Duties: _____ _____ _____
Position: _____ Company: _____ From: _____ To: _____	Duties: _____ _____ _____

ADDITIONAL SKILLS AND QUALIFICATIONS • May include courses taken, languages spoken, computer skills, etc...

AVAILABILITY TO WORK

Mondays _____
 Tuesdays _____
 Wednesdays _____
 Thursdays _____
 Fridays _____
 Saturdays _____

Acknowledgement

I have read the position description and possess the required skills to perform the listed duties. I understand that, once hired, student employees are subject to a background check and fingerprinting process as necessary to appropriately screen employees with conviction records. I possess a cumulative GPA of 2.0 or higher and am enrolled or intend to enroll in a minimum of six (6) units as required for student employee positions.

Signature: _____ Date: _____

STUDENT EMPLOYMENT OFFICE

Federal Work-Study Position Student Hourly Position
 Cumulative GPA of 2.0 or higher? N/A Yes No
 Presently employed elsewhere on campus? Yes No
 FWS Fall - \$ _____ FWS Spring - \$ _____
Additional Funding available: Yes No
 (Hiring Department: Contact Leticia Mowrey ext. 6049)

STUDENT EMPLOYMENT _____ DATE _____

TO BE COMPLETED BY INTERVIEWER

Hired → Complete a Requisition for Student Labor
 Not Hired (do not forward to Student Employment Office)
 All positions filled. Close position. (Fax to ext. 6515)
 ➤ For more efficient processing, fax a signed copy of this form to ext. 6515

INTERVIEWER _____ DATE _____