

# JIM DAN HILL LIBRARY

## UNIVERSITY OF WISCONSIN - SUPERIOR

### Employment Application

#### APPLICANT INFORMATION

Name	UWS E-Mail Address
Phone Numbers Local: Permanent: Cell:	Student Identification Number
Local Address	Permanent Address

#### ADDITIONAL INFORMATION

Check Semester of Application <input type="checkbox"/> Fall <input type="checkbox"/> Spring <input type="checkbox"/> Summer	Eligibility (Check One) <input type="checkbox"/> Work Study <input type="checkbox"/> Student Assist
University Status (Check One) <input type="checkbox"/> Freshman <input type="checkbox"/> Sophomore <input type="checkbox"/> Junior <input type="checkbox"/> Senior <input type="checkbox"/> Graduate	Major  Minor
Are you employed elsewhere on campus? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, how many hours?	When will you be available to start?
How many hours would you like to work?	Are you willing to work weekends? <input type="checkbox"/> Every <input type="checkbox"/> Most <input type="checkbox"/> No Evenings (until 10 pm)? <input type="checkbox"/> Yes <input type="checkbox"/> No
Will you be available to work during the summer session? <input type="checkbox"/> Yes <input type="checkbox"/> No	Are you applying for a specific job? If so please indicate below. If not, you will be considered for any available opening. <input type="checkbox"/> Archives <input type="checkbox"/> Cataloging / Reserves <input type="checkbox"/> Public Services / Interlibrary Loan <input type="checkbox"/> Government Documents <input type="checkbox"/> Reference <input type="checkbox"/> Periodicals / Acquisitions

**SKILLS AND EXPERIENCE**

Previous Library Experience

Other work experiences

List special skills such as: typing, filing, data entry/retrieval, work processing (list specific software programs), computer courses, book mending, detailed work, etc.

List the name, address, and phone number of your most recent employer

**EXPERIENCE AND SKILLS**

Complete the schedule below. Use an "X" to mark times you are **not** available to work. This includes classes, other jobs, and scheduled events such as band and athletic practice.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
7:45 am						Closed	Closed
8am						Closed	Closed
9am						Closed	Closed
10am							Closed
11am							Closed
12pm							Closed
1pm							Closed
2pm							
3pm							
4pm						Closed	
5pm					Closed	Closed	
6pm					Closed	Closed	
7pm					Closed	Closed	
8pm					Closed	Closed	
9pm					Closed	Closed	
10pm					Closed	Closed	

**INFORMATION AND SIGNATURE**

If you are not called for an interview, your application will remain on file in the library office. Library student supervisors use this file to hire if openings occur. Student workers are chosen using many criteria such as schedule, flexibility, or whether the department needs work study or student assistant workers. All students are subject to a background check. Thank you for your application.

Signature

Date