

# CLASSROOM SERVICES Employment Application

NAME \_\_\_\_\_ Application Date: \_\_\_\_\_

Major \_\_\_\_\_ Expected Graduation Date (mo/yr) \_\_\_\_\_

## LOCAL INFORMATION

Address \_\_\_\_\_

Phone ( ) \_\_\_\_\_

Email \_\_\_\_\_

## PERMANENT INFORMATION

Address \_\_\_\_\_

Phone ( ) \_\_\_\_\_

Email \_\_\_\_\_

*The Classroom Services Unit includes seven areas.*

*You must indicate your first, second and third choice areas of employment in the boxes below.*

Buchanan  
Hall

Campbell  
Hall

Isla Vista  
Theaters

Embarcadero  
Hall

Media  
Equipment

Digital  
Editing Lab

Video  
Services

Would you be willing to work weekends?

YES  NO Evenings?  YES  NO

Do you have a Work-Study allocation?  YES  NO

Amount \$ \_\_\_\_\_

How many hours would you want to work each week?

Minimum \_\_\_\_\_ Maximum \_\_\_\_\_

## EMPLOYMENT EXPERIENCE

Please list your past work or volunteer experiences starting with your current or most recent position:

**1**

Employer \_\_\_\_\_ Supervisor \_\_\_\_\_

Type of Business \_\_\_\_\_ Position Held \_\_\_\_\_

Duties \_\_\_\_\_

Dates Employed: from \_\_\_\_\_ to \_\_\_\_\_

Reason for leaving \_\_\_\_\_

**2**

Employer \_\_\_\_\_ Supervisor \_\_\_\_\_

Type of Business \_\_\_\_\_ Position Held \_\_\_\_\_

Duties \_\_\_\_\_

Dates Employed: from \_\_\_\_\_ to \_\_\_\_\_

Reason for leaving \_\_\_\_\_

**3**

Employer \_\_\_\_\_ Supervisor \_\_\_\_\_

Type of Business \_\_\_\_\_ Position Held \_\_\_\_\_

Duties \_\_\_\_\_

Dates Employed: from \_\_\_\_\_ to \_\_\_\_\_

Reason for leaving \_\_\_\_\_

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## OFFICE USE ONLY

Interview Schedule:

Comments:

**CLASSROOM SERVICES MISSION STATEMENT**

CLASSROOM SERVICES is the arm of Instructional Development that meets the needs of professors, students and staff in all delivery and display capacities. We are the front line point of contact for technical support in the classroom, lecture halls and special events. Our charge is to provide "no miss" service: To be on time, reliable, courteous under duress and technically competent.

What experiences have you had which display your strengths in the areas of:

1. Self-motivation:

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2. Punctuality:

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3. Reliability:

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4. Attention to detail:

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5. Dealing with a variety of people and situations:

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Do you have a friend or relative working for Classroom Services?  YES  NO If yes, who?

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References: (non-relative, non-student)

Name \_\_\_\_\_ Phone( \_\_\_\_\_ ) \_\_\_\_\_ Relationship \_\_\_\_\_

Name \_\_\_\_\_ Phone( \_\_\_\_\_ ) \_\_\_\_\_ Relationship \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_