

**Information & Technology Services
Computing and Telecommunication Services
Student Employment Application**

<p>Student positions within the department <u>Circle the position for which you are applying:</u> Network/Telecommunications PC/Hardware Technician Help Desk Office Assistant</p>	<p>Application requirements Submit the following:</p> <ul style="list-style-type: none"> This completed application, including the schedule portion A cover letter explaining your interest in the position Your résumé
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Your name: _____

PLU ID #: _____

Campus or local address:

Today's date: _____

PLU email address: _____

Phone: _____

Year in school (circle one): Fr So Jr Sr

Expected graduation date: _____

Major(s): _____

Minor(s): _____

Describe your work experiences beginning with your most recent position:

Company Name:	From: (Mo/Yr)
Job Title:	
Reason for Leaving:	
Duties Performed:	To: (Mo/Yr)

Company Name:	From: (Mo/Yr)
Job Title:	
Reason for Leaving:	
Duties Performed:	To: (Mo/Yr)

Company Name:	From: (Mo/Yr)
Job Title:	
Reason for Leaving:	
Duties Performed:	To: (Mo/Yr)

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Provide at least 3 references and their contact information (if you need more room, you may add this information to your resume)

Any other information about your skills which may be beneficial in this position (if you need more room, you may add this information to your letter of interest)

Schedule: Fill in all times when you cannot work, including meal breaks

Work hour ranges for the following positions:

Network/Telecommunications PC/Hardware Technician Office Assistant	Monday – Friday 8am – 5pm
Help Desk	Sunday: 10am – midnight Monday – Thursday: 7am – midnight Friday: 7 am – 6 pm Saturday: 10am – 6 pm

	SUN	MON	TUE	WED	THU	FRI	SAT
7 am							
8 am							
9 am							
10 am							
11 am							
noon							
1 pm							
2 pm							
3 pm							
4 pm							
5 pm							
6 pm							
7 pm							
8 pm							
9 pm							
10 pm							
11 pm							