



# Application for Employment Library Student Assistant

**Library**

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Stritch ID #: \_\_\_\_\_

Telephone: (\_\_\_\_\_) \_\_\_\_\_

Email Address: \_\_\_\_\_

Permanent Address: \_\_\_\_\_

City: \_\_\_\_\_ St.: \_\_\_\_\_ Zip: \_\_\_\_\_

Are you a campus resident?	
<input type="checkbox"/> Yes	<input type="checkbox"/> No

Student Type:  Undergraduate  Graduate  Doctoral Expected Graduation: \_\_\_\_\_

How many credits are you taking this semester? \_\_\_\_\_

Are you eligible for federal work study?  Yes  No

Are you available to work weekends?  Yes  No

Previous employment, beginning with the most recent:

		FROM		TO			
Employer Name	Employer Address	MM	YY	MM	YY	Description Of Work	Supervisor Name

Are there any other job related experiences, skills, or qualifications which will be of special benefit in the job for which you are applying?

Attach a copy of your class schedule and list any obligations that would make you unavailable to work (e.g. athletics, clubs).

Please list two references (non-relatives).

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: ( \_\_\_\_\_ ) \_\_\_\_\_ Relation to applicant \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: ( \_\_\_\_\_ ) \_\_\_\_\_ Relation to applicant \_\_\_\_\_

**Submitting Your Application**

Via Email

1. Save the completed form to your computer
2. Attach to an email and send to lgswartwout@stritch.edu

**OR**

Via Print

1. Print the completed form
2. Drop off at library circulation desk c/o Laurie Swartwout

**LIBRARY STAFF USE ONLY**

Date application was received: \_\_\_\_\_

Date scheduled for interview: \_\_\_\_\_

Was class schedule submitted with application?     Yes     No

Is the student a work study student?                 Yes     No