University Memorial Center

UMC Student Employment Application
University Memorial Center ● University of Colorado at Boulder ● Set-up Crew

Today’s Date _________________

Applicant Information:

Student Name __________________________________________________________________________________

Student ID Number ___________________________ Date of Birth ___________________________

Local Address ______________________________________ Apt. # ___________________________

City ______________________________________ State _________ Zip______________________

Daytime Phone __________________________ Evening Phone _____________________________

Cell Phone ____________________________ Emergency Contact ____________________________

Email ____________________________ Emergency Phone ____________________________

Major at CU __________________________ Emergency Relationship __________________________

Number of Credits taken for Current Semester: _____________________________________________

Year in School (circle one)  Freshman  Sophomore  Junior  Senior  Other

Expected Date of Graduation _____________________________

Semesters available to work: (circle all that apply)  Spring  Summer  Fall  Year ________

Date available to begin work? _____________________________

Number of hours available to work per week while classes are in session? ________ Summer? ________

If you have a Federal Work Study award, please list amount as indicated on your Financial Aid Award Letter for the current academic year.  $__________________

Updated – 04.19.10
Employment Questionnaire

1. What unique or special skill do you have that you think may be beneficial to the set-up crew?

2. Please list all languages other than English in which you are fluent.

3. Please share any other information about yourself that you would like us to know.

4. Do you have any interest in AV? If so, do you have any experience with AV?

Employment History
All applicants are encouraged to submit a current resume. If you submit a resume, you may write “see resume” below.

Employer __________________________ City ________________
From________ to _________ Reason for leaving ______________________________
Title and responsibilities ______________________________________________________
____________________________________________________________________________

Employer __________________________ City ________________
From________ to _________ Reason for leaving ______________________________
Title and responsibilities ______________________________________________________
____________________________________________________________________________

Please list two references we may contact to obtain information regarding your past employment, internship or volunteer experience. Please include each reference name, and their relationship to you.

Reference 1 __________________________ Relationship ______________________________
Phone: __________________________

Reference 2 __________________________ Relationship ______________________________
Phone: __________________________
Availability

Please indicate the times that you are **unavailable** to work due to class, jobs or other commitments that you are unable to alter.

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By signing below, I certify the information provided on this application is accurate and correct to the best of my knowledge, and I authorize a UMC staff member to contact my references listed above. In addition, because of certain high-security job responsibilities, I understand that a background check is required for this position. Upon acceptance of my application for employment, I authorize the UMC to conduct a background check on the information provided.

**Applicant Signature**

**Date**

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All employment applications will be reviewed upon receipt and qualified applicants will be contacted to schedule an interview as positions become available. Any questions about work-study or work-study eligibility can be answered by the Office of Student Employment.