

HAMERSLY LIBRARY STUDENT EMPLOYEE APPLICATION

Return your completed application to the Library Administrative Services office, HL 206 OR
to the Hamersly Library Information/Reference Desk AFTER 5 pm

TERM APPLYING FOR (select one): **Fall** **Winter** **Spring** **Summer** APPLICATION DATE: _____

NAME: _____ E-MAIL: _____
LAST FIRST MI

LOCAL ADDRESS: _____ HOME ADDRESS: _____

LOCAL PHONE: _____ HOME PHONE: _____

CLASS (select one): Freshman Sophomore Junior Senior Graduate EXPECTED GRADUATION YEAR: _____

MAJOR: _____ MINOR(S): _____

DO YOU HAVE ANOTHER JOB ON CAMPUS? YES NO WHERE? _____ HOURS/WEEK: _____

DO YOU HAVE A FEDERAL WORK STUDY AWARD THIS YEAR? YES NO AMOUNT: _____

ARE YOU WILLING TO WORK: WEEKENDS? YES NO ALTERNATE WEEKENDS? YES NO

DEPARTMENTS YOU PREFER TO WORK: Administration Archives Collection Development
(mark all that apply) Public Services Technical Services Academic Innovation

HOW MANY HOURS PER WEEK DO YOU PREFER TO WORK? _____ (Campus limit is 20; up to 30 if approved)

DO YOU HAVE OTHER COMMITMENTS WHICH MAY IMPACT YOUR WORK SCHEDULE? _____

Please code your availability schedule with: W = Available to work C = Class X = Unavailable
 Enter a code for each day/hour. Library is CLOSED on blacked-out slots. Library may not be open all hours listed below

	8-9	9-10	10-11	11-12	12-1	1-2	2-3	3-4	4-5	5-6	6-7	7-8	8-9	9-10	10-11	11-12
Mon																
Tues																
Wed																
Thurs																
Fri																
Sat																
Sun																

SOFTWARE SKILLS (check boxes to indicate your experience with the selected software categories, as well as programs you've used)

- Word Processing None Classroom Instruction Used Professionally Software Name(s): _____
- Spreadsheets None Classroom Instruction Used Professionally Software Name(s): _____
- Library Databases None Classroom Instruction Used Professionally Software Name(s): _____
- Audio/Video Editing None Classroom Instruction Used Professionally Software Name(s): _____
- Graphic Design None Classroom Instruction Used Professionally Software Name(s): _____
- Web Design None Classroom Instruction Used Professionally Software Name(s): _____
- Other Software None Classroom Instruction Used Professionally Software Name(s): _____
- Other Software None Classroom Instruction Used Professionally Software Name(s): _____

PLEASE ATTACH A RESUME WITH WORK/VOLUNTEER EXPERIENCE & 3 WORK/VOLUNTEER REFERENCES

At Western Oregon University (WOU), no qualified person shall, solely by reason of disability, be denied access to, participation in, or the benefits of, any program or activity operated by the University. If requested, WOU will provide reasonable accommodation to applicants in order to provide access to the application, interviewing, and selection process. You are not required to note the presence of a disability on your application. If you require reasonable accommodation in the application and/or interview process due to disability, requests must be made in a timely manner. Please contact Human Resources at (503)838-8490.