



OHIO
UNIVERSITY
Lancaster

**STUDENT HOURLY
EMPLOYMENT APPLICATION**

PERSONAL INFORMATION

NAME _____ DATE _____
ADDRESS _____
CITY _____ STATE _____
ZIP CODE _____ PHONE _____
PID NUMBER _____ MAJOR _____

AREAS OF INTEREST

(check all that apply)

- | | |
|--|---|
| <input type="checkbox"/> ACCOUNTING | <input type="checkbox"/> LIBRARY |
| <input type="checkbox"/> ASSOCIATE DEAN'S OFFICE | <input type="checkbox"/> PHYSICAL PLANT |
| <input type="checkbox"/> CENTER FOR ADULT LRNG. | <input type="checkbox"/> STUDENT SERVICES |
| <input type="checkbox"/> COMPUTER LABS | <input type="checkbox"/> TESTING CENTER |
| <input type="checkbox"/> DEAN'S OFFICE | <input type="checkbox"/> MATH & WRITING LAB |
| <input type="checkbox"/> GYM | |

AVAILABLE HOURS

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday

JOB EXPERIENCE

(starting with most recent)

Employer, Address, and Phone Number

From

To

_____	_____
_____	_____
_____	_____

(over)

REFERENCES

Please list three references (other than relatives):

Name	Phone Number	Length of Relationship

SKILLS

Please check below the skills that you possess:

- ☐ Typing - _____ words per minute
- ☐ Phone Skills
- ☐ Customer Service
- ☐ Copying
- ☐ Faxing
- ☐ Filing
- ☐ Microsoft Office (Word, Excel, Access, PowerPoint)
- ☐ E-mail
- ☐ Internet Searches
- ☐ Other (please specify) _____

Are you currently charged or under indictment for a felony? Yes ☐ No ☐

Have you ever been convicted of a felony? Yes ☐ No ☐

At all times, as an applicant or student, you are required to notify Ohio University's Office of Legal Affairs of any felony convictions.

PLEASE RETURN COMPLETED FORM TO THE DEAN'S OFFICE.

THANK YOU!