

STUDENT EMPLOYMENT APPLICATION FORM

Return to UAS Human Resources 5151 State University Drive Golden Eagle Building 310 Los Angeles, California 90032

The University Auxiliary Services, Inc. is an Affirmative Action/Equal Opportunity Employer; applicants will be considered without regard to their race, religion, color, national origin, sex, age, disability or other status protected by state or federal regulation within the limits imposed by law.

Last Name		First Name			Middle Initial		
Street Address:		······································					
City:	<u></u>	State:	_ Zip Code:	P	hone #:		
PERMANENT ADDRESS	3						
Street Address:						 	
City:		State:	_ Zip Code:				
DO YOU HAVE THE LEC	GAL RIGHT TO WO	RK IN THE UN	IITED STATES:	□Yes	□ No		
ACADEMIC STATUS:	☐ Freshman	☐ Sopho	more 🗆 Jun	ior 🗆 Senior	☐ Graduate		
G.P.A	Major: Course Units This Quarter:				:		
PERSON TO BE NOTIFI	ED IN CASE OF EN	MERGENCY					
Name:				R	elationship:		
Address:	s: Phone #:						
If you are offered employ United States.			, , ,	,, ,	, ,	·	
POSITIONS APPLIED FOR:				R	ef. No.:		
ARE YOU CURRENTLY	EMPLOYED BY AN	NOTHER GRAI	NT / CONTRACT / /	AGENCY ACCOUNT	? □Yes	□ No	
WHAT EQUIPMENT DO	YOU OPERATE? (Example: PC's	, 10 key, cash regis	ter, etc.)			
IF YOU ARE APPLYING	FOR A CLERICAL	POSITION, PL	EASE INDICATE T	HE FOLLOWING:			
Typing Speed:	wpm	Software Ap	plications:				
Special Skills:							

EMPLOYMENT HISTORYList your work record. Begin with your present job and list in reverse order.

Employer (Present or most recent)	Job Title					
	Supervisor (Name/Title)					
	Phone Number					
Describe your duties:		From (mo./yr.)	To (mo./yr)			
		Salary \$	per			
		Hours worked per week:				
		Reason for leaving: _				
May we contact your present employer for a reference?	□Yes	□ No				
IF FOR ANY REASON WE CANNOT CONTACT YOUR PAST EMPLOYER FOR A REFERENCE, PLEASE NOTE.						
Employer (Present or most recent)	Job Title					
	Supervisor (Name/Title)					
	Phone Number					
Describe your duties:	From (mo./yr.) To (mo./yr.)					
		Salary \$	per			
	Hours worked per week:					
	Reason for leaving:					
WORK AVAILABILITY SCHEDULE						
QUARTER: WINTER SPRING			20			
	_					
PLEASE "X" OUT TIME PERIODS YOU ARE N						
	ED. THURS.	FRI. SAT.	SUN.			
7 A.M.						
9						
10						
11						
12 P.M.						
1						
2						
3						
4						
5						
6						
7						
IF HIRED, I WILL COMPLY WITH ALL ORDERS, RULE	S AND REGULATION	IS OF UNIVERSITY AU	IXILIARY SERVICES, INC.			

SIGNATURE & DATE



You are required to give information on all felony or serious misdemeanor convictions. A conviction includes a plea, verdict or finding of guilt, regardless of whether sentence was imposed by the court. Misdemeanor convictions for possession of marijuana that are more than two years old need not be listed. Minor traffic citations and incidents which occurred before your 18th birthday may be excluded.

This form shall be retained in the UAS Human Resources Office and will not be made available to the hiring department.

Have you ever been convicted of a felony or of any crime for which you served a jail or prison sentence? Yes ☐ No ☐ (A conviction record will not necessarily be a bar to employment. Factors such as, age and time of offense, seriousness and nature of violation and rehabilitation will be taken into account)						
If yes, please explain						
Are you currently out on bail or released on your own recognizance with respect to a current arrest? Yes □ No□						
Name (please print)						
Signature						
Data						



CAL STATE L.A. UNIVERSITY AUXILIARY SERVICES, INC.

AFFIRMATIVE ACTION SURVEY FORM (voluntary)

DEAR APPLICANT:

UAS is interested in reaching the broadest possible group of qualified applicants. We continuously monitor the effectiveness of our recruiting efforts by collecting important data required for compliance with various State and Federal reporting.

Completing this form will be most helpful to us in carrying out our administrative responsibilities. Return of this form is entirely voluntary. This form shall be retained in the UAS Human Resources Office and will not be made available to the hiring department. **Thank you for your cooperation!**

Please provide the information requested below:					
Position applied for:					
Gender:					
ETHNIC ORIGIN: Please click the box corresponding to the ethnic origin with which you most closely identify. Click one box only.					
 □ Black (Not Hispanic) – Person of Black African descent. □ Asian – Person of Japanese, Chinese, Korean, Vietnamese, Asian Indian, Thai or similar descent other than Pacific Islander or Filipino. □ Hispanic – Person of Mexican, Puerto Rican, Cuban, South or Central American or other Spanish descent. □ White (Not Hispanic) – Person of European, North African or Middle Eastern descent. □ Pacific Islander – Person of Hawaiian, Samoan, Guamanian, Polynesian, Fiji or Tahitian descent. □ Native American – Person of American Indian, Eskimo, or persons of origins in any of the original peoples of North America. □ Unknown 					
REFERRAL SOURCE:					
 ☐ Current CSULA/UAS Employee ☐ Word of Mouth ☐ Job Bulletin/Walk-in ☐ Community/Prof Org ☐ Other: 	☐ Chronicle ☐ UAS HR Website ☐ L.A. Times ☐ Daily News				
CHECK IF APPLICABLE:					
	Dates of Service: served on active duty for more than 180 days between August 5,				