

# Southern San Joaquin Valley Cal-SOAP

## *California Student Opportunity and Access Program*



### College Peer Advisor/ Tutor Job Application

Arvin High Frazier Mtn. High Kern Valley High Rosamond High Taft High	Bakersfield High Golden Valley High Maricopa High Shafter High Tehachapi High West High	Foothill High Highland High Mira Monte High South High Trona High
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School Site(s) of Interest: \_\_\_\_\_

Date: \_\_\_/\_\_\_/\_\_\_ CSUB ID: \_\_\_\_\_

Name: First \_\_\_\_\_ Middle \_\_\_\_\_ Last \_\_\_\_\_

Mailing Address: Number & Street \_\_\_\_\_ Apt# \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone Numbers: Home (\_\_\_\_) \_\_\_\_\_ Other (\_\_\_\_) \_\_\_\_\_

E-mail Address: \_\_\_\_\_

### Personal Information

Are you bilingual? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, state language(s) spoken \_\_\_\_\_

Are you over the age of 18?.....

Are you legally eligible to work in the United States?.....

Have you been previously employed with CSU Bakersfield?.....

If you have ever worked under a different name, please state name: \_\_\_\_\_

**Each prospective employee must undergo a background clearance through the Department of Justice prior to employment. Fingerprinting clearance is pursuant to Education Code 45125(a) as amended by AB 1610, Stat 1997.**

Have you ever been convicted of a misdemeanor?.....

Have you ever been convicted of a felony?.....

Have you ever entered a plea of No Contest or Guilty to a misdemeanor?.....

Have you ever entered a plea of No Contest or Guilty to a felony?.....

**A conviction will not necessarily disqualify you from employment.**

## Education

Please indicate education of training that you believe qualifies you for the position you are seeking.

High School: Number of years completed \_\_\_\_\_

Diploma: \_\_\_\_\_ G.E.D.: \_\_\_\_\_

High School Proficiency Exam: \_\_\_\_\_

School \_\_\_\_\_ City/State \_\_\_\_\_

College and/or Vocational School: Number of years completed \_\_\_\_\_

School(s) \_\_\_\_\_ City/State \_\_\_\_\_

Major \_\_\_\_\_ Degrees Earned \_\_\_\_\_

Current School Name \_\_\_\_\_

Do you receive Financial Aid? \_\_\_\_\_

Current Status: \_\_\_\_\_

Year in college: \_\_\_\_\_

## Employment History

Begin with current or most recent employer. Do not exclude any employment. Include applicable temporary employment. Applicants that do not clearly meet the minimum required experience will be rejected.

Company Name: \_\_\_\_\_ Employment Dates: From \_\_\_\_\_ to \_\_\_\_\_

Position \_\_\_\_\_ Supervisor's Name \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

Describe your duties: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Company Name: \_\_\_\_\_ Employment Dates: From \_\_\_\_\_ to \_\_\_\_\_

Position \_\_\_\_\_ Supervisor's Name \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

Describe your duties: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Please provide any other information that you feel will help us in considering your application.

## Short Answer

Please provide a brief response to the following questions. Use additional page(s) to complete your answers. Limit responses to no more than two pages in total.

1. Do you have any previous tutoring, advising, or mentoring experience with students? Are there any particular academic subjects that you feel more comfortable with than others?
2. Keeping the job functions in mind, what high school and postsecondary experiences have you had that you feel would be beneficial to share with high school students?
3. Most of the schools we serve are low-income, under-performing, or have traditionally under-served student populations. Do you have experience working with a diverse student population? In what ways? If not, do you feel you could effectively work in a diverse environment? Explain.
4. How might you establish a rapport with students who do not want to go to college?
5. What are your career goals? How do you feel that working with Cal-SOAP will help you reach these goals?

## Availability

Please list your hours of availability for the current quarter/semester:

Monday	Tuesday	Wednesday	Thursday	Friday

**References**

Please list two persons, who are not related to you, who can provide professional references.

Name \_\_\_\_\_ Address \_\_\_\_\_

Phone \_\_\_\_\_ Relationship \_\_\_\_\_ Years known \_\_\_\_\_

Name \_\_\_\_\_ Address \_\_\_\_\_

Phone \_\_\_\_\_ Relationship \_\_\_\_\_ Years known \_\_\_\_\_

I hereby certify that all statements made in this application are true. I authorize the Office of Human Resources, California State University, Bakersfield to investigate my references, work record, education, and other matters related to my suitability for employment. I also authorize the references and my prior employers to disclose to the Office of Human Resources, California State University, Bakersfield any and all letters, reports, and other information related to my professional and personal background, without giving me prior notice to such disclosure. I agree and understand that any misstatements of material facts herein will cause (a) rejection of my application and (b) forfeiture on my part to employment in the service the of So. San Joaquin Valley Cal-SOAP Consortium (Cal-SOAP). I further agree to be fingerprinted, to submit to a complete medical examination, and upon employment, to furnish such proof of age and citizenship as may be directed.

\_\_\_\_\_  
Signature of Applicant (Mandatory)

\_\_\_\_\_  
Date

**Please attach a resume, your unofficial college transcripts, your financial aid award package, and short answer responses to your application.**

Send completed application and requested documents to the Cal-SOAP office via mail, email, or fax:

**Imelda Simos-Valdez, Cal-SOAP Director**  
**California Student Opportunity & Access Program (Cal-SOAP)**  
**California State University, Bakersfield**  
**9001 Stockdale Highway, 46 MOD**  
**Bakersfield, California 93311-1022**  
**(661) 654-6157**  
**(661) 654-6521 (fax)**  
**calsoap@csub.edu**