

**Application for Student Assistant Position (Please Print)**

**Name** \_\_\_\_\_ **ID#** \_\_\_\_\_  
Last First M.I.

**Email** \_\_\_\_\_

**Address** \_\_\_\_\_  
Street City State Zip

**Permanent Address** \_\_\_\_\_  
Street City State Zip

**Telephone No.** Cell \_\_\_\_\_ Home \_\_\_\_\_  
Message Phone \_\_\_\_\_

**Grade Level** Freshman \_\_\_\_\_ Sophomore \_\_\_\_\_ Junior \_\_\_\_\_ Senior \_\_\_\_\_

**Major** \_\_\_\_\_ **GPA** \_\_\_\_\_

**Skills** \_\_\_\_\_

**Employment Experience** (List most recent position first)

1. **Employer** \_\_\_\_\_ **Employed From** \_\_\_\_\_ **to** \_\_\_\_\_  
Mo/Yr Mo/Yr

**Address** \_\_\_\_\_  
Street City State Zip

**May we contact this employer for a reference?** Yes \_\_\_\_\_ No \_\_\_\_\_ Telephone \_\_\_\_\_

**Name and Title of Last Supervisor** \_\_\_\_\_

**Your Current or Last Position and Duties** \_\_\_\_\_

2. **Employer** \_\_\_\_\_ **Employed From** \_\_\_\_\_ **to** \_\_\_\_\_  
Mo/Yr Mo/Yr

**Address** \_\_\_\_\_  
Street City State Zip

**May we contact this employer for a reference?** Yes \_\_\_\_\_ No \_\_\_\_\_ Telephone \_\_\_\_\_

**Name and Title of Last Supervisor** \_\_\_\_\_

**Your Current or Last Position and Duties** \_\_\_\_\_

**Do you have a driver's license?** Yes \_\_\_\_\_ No \_\_\_\_\_

**Hours Available:** Mon. \_\_\_\_\_ Tues. \_\_\_\_\_ Wed. \_\_\_\_\_ Thurs. \_\_\_\_\_ Fri. \_\_\_\_\_

**References – (This section may or may not be required by the hiring department)**

List three persons, not related to you, who may be contacted by CSUB personnel to attest to your employment/volunteer experience, your skills, and character.

(Reference Examples: Employers, Volunteer Coordinators, Professors/Teachers, Counselors)

1. **Name** \_\_\_\_\_  
**Occupation/Company Name** \_\_\_\_\_  
**Contact Phone Number** \_\_\_\_\_
  
2. **Name** \_\_\_\_\_  
**Occupation/Company Name** \_\_\_\_\_  
**Contact Phone Number** \_\_\_\_\_
  
3. **Name** \_\_\_\_\_  
**Occupation/Company Name** \_\_\_\_\_  
**Contact Phone Number** \_\_\_\_\_

**Authorization – Read carefully before signing:**

I hereby certify that all statements made on this application and all other documents I have submitted in support of my application are true and correct to the best of my knowledge.

I understand that any misrepresentation of the facts called for in this application may be cause for dismissal and that my employment is contingent upon verification of this information.

If selected for employment by CSUB, I understand that a background check (including a criminal records check) may be required and, if so, must be completed satisfactorily before the position may be offered with the CSU.

I understand that as a condition of employment, U.S. citizens are required to sign the State of California’s “Oath of Allegiance” and non U.S. citizens are required to sign the “Declaration of Permission to Work.” CSUB only hires individuals lawfully authorized to work in the U.S. If hired, I agree to provide proof of my identity and work authorization as required by the Immigration Reform and Control Act of 1986.

**I authorize verification of:**

all information given \_\_\_\_\_

all information except present employer \_\_\_\_\_

I authorize each of the current and former employers and references listed herein to give CSU any and all information concerning any pertinent information they may have regarding my performance, whether such information is favorable or unfavorable to me.

I understand my right to request access to records containing personal information about me and that all information provided may be used only for the purposes of employment in accordance with the State of California Information Practices Act of 1977.

I have read this application and release carefully and I completely and fully understand it and voluntarily agree to its provisions.

**Signature of Applicant** \_\_\_\_\_      **Date** \_\_\_\_\_