



Date Application Received \_\_\_\_\_

# Student Employment Application Summer 2020 Housing and Residence Life

Name: \_\_\_\_\_ NMU IN: \_\_\_\_\_

NMU E-Mail Address: \_\_\_\_\_

Local Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Position(s) applying for:  Student Custodian  Building Services Shop  Student Painter  
Desk Receptionist  Housing Office Student Assistant

Will you be taking six or more credits during the summer?  Yes  No  Unsure

Students taking six (6) or more credits during a summer session are limited to working 20 hours per week while in the session. (Summer session 1 is May 18<sup>th</sup> – June 26<sup>th</sup> and session 2 is June 29<sup>th</sup> – August 7<sup>th</sup>)

Please indicate the shift that you are able to work due to your summer class schedule by placing an X in the corresponding field:

Available Shifts (Monday-Friday)	Hours Per Week	X
8:00 AM – 12:00 PM	20	
12:00 PM – 4:00 PM	20	
8:00 AM – 4:00 PM	37.5	

Students that are hired by the Housing and Residence Life Department are expected to be available for all scheduled shifts. Time off will be given full consideration by your supervisor, but may not be approved.

Are you enrolled in classes for the fall semester?  Yes  No

Do you plan to live on campus next year?\*  Yes  No  
*\*Housing and Residence Life places the highest priority on hiring students who live on campus.*

Proposed Fall Address: \_\_\_\_\_

Are you work-study qualified?  Yes  No  Unsure  
*Housing and Residence Life places a high priority on hiring students who are work-study qualified.*

Anticipated date of graduation: \_\_\_\_\_

Are you in good academic standing?  Yes  No

Are you on probation through the Student Conduct Program at the University?  Yes  No

Have you been convicted of a crime or are there charges pending against you?  Yes  No

Do you have a Driver's License?  Yes  No

**PLEASE CONTINUE TO OTHER SIDE OF APPLICATION**

Have you worked for the Housing and Residence Life Office before?\* \_\_\_\_ Yes \_\_\_\_ No

Have you worked for another department here at NMU before?\* \_\_\_\_ Yes \_\_\_\_ No

\*If you've answered 'yes' to either question above, please list your position(s), your supervisors(s), and the date(s) of your employment:

<u>Position/Department</u>	<u>Supervisor</u>	<u>Dates</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Please list any non-University positions you have held which might help you perform the duties of the position(s) for which you've applied:

<u>Position/Organization</u>	<u>Supervisor</u>	<u>Dates</u>	<u>Phone or E-mail</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

What experiences, characteristics, skills, and/or abilities do you have that you feel would help you perform the duties of the position(s) for which you are applying?

The above information is accurate to the best of my knowledge. I understand that my signature below gives Housing and Residence Life staff permission to verify the information that I have provided on this application.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Return to the Housing and Residence Life Office (3502 Hedgcock)**