Application for Employment - Student

Personal Information

Personal Information

Job Title: My Test
Position #:
Department: Financial Aid

Name:	Wally Pilot
Address:	5000 N Willamette Blvd
	Portland, Oregon 97203
Phone:	503-943-7311
Email:	finstu11@up.edu
Student ID#:	00200000000

Are you 18 years of age or older?	Yes
Are you presently legally authorized to work in the United States?	Yes
Have you ever worked for the University of Portland before?	No

If you have relatives employed as faculty or staff members here at the University of Portland, please select "yes", click "Add" and complete details for each record.

Do you have relatives employed by the University of Portland? Yes

Name	Relationship	Department
Wally Pilot	Parent	Athletics
Willamette Pilot	brother	Physical Plant
Wilma Pilot	sister	Financial Aid

Have you ever been discharged from employment due to work or conduct that was not satisfactory? No

If yes, please explain:

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Additional Information

If applicable, please provide the details of any certifications that you currently holding that are related to this position by clicking the 'Add' button and completing the details for each record.

Institution: Mascot School
Certification(s) Earned: Mascot Certification
Expiration Date: 05/31/2017

Institution: Mascot School
Certification(s) Earned: CPR Certification
Expiration Date: 12/31/2016

What are your ideal # of total hours to work each week?   15

Please indicate in a general form, what times you are available to work per week during the semester. If you are unavailable on a specific day, please say "unavailable".

Day	Hours (i.e., 4pm - 8pm)
Monday:	10 am - 2 pm
Tuesday:	12 pm - 5 pm
Wednesday	8 am - 12 pm
Thursday	unavailable
Friday	12 pm - 2 pm; 8 pm - 10 pm
Saturday	10 am - 2 pm; 4 pm - 6 pm
Sunday	unavailable

Upload Documents

Upload the required documents, highlighted in RED below by clicking "Add". Please complete the necessary information for each upload.

Please make sure your cover letter answers the following:

- Why are you interested in this specific job?
- What skills and relevant experience, paid or unpaid, do you have that relates to this position?
- What would make you a valuable employee within this department and the University overall?

Please upload the following document type(s): Cover Letter, Resume

Name	Type	File	Size Uploaded
Resume	Resume	Employment Application.pdf	4135
cover letter	Cover Letter	Employment Application.pdf	4135

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Agreement

I certify that all information provided in my application and any attached documents are true and complete to the best of my knowledge.

AA/EEO - The University of Portland does not discriminate on the basis of race, color, national or ethnic origin, sex, disability, age or any other basis protected by federal, state, or local law in its educational programs, admissions policies, scholarship and loan programs, athletic and other school-administered programs or in employment.

BY PROVIDING MY ELECTRONIC SIGNATURE BELOW, I certify that I have read and agree with these statements. Applicant's Name: **Wally Pilot**

Wally Pilot   07/08/2016

(Signature)   (Date)

Date: 07/08/2016 11:03:AM
User Name: finstu11@up.edu