SAN JOSE STATE UNIVERSITY LIBRARY

STUDENT ASSISTANT JOB APPLICATION

Please **complete, save** (choose "SAVE AS") the PDF to your system and **email this just saved form as an attachment**, along with your **resume** (**optional**) to **library-StudentApps-group@sjsu.edu** with the Job Title-Unit-Department position in the email's subject heading (**for detail instructions**, **go here**). Thank you for your interest in working for the University Library!

Applicant Information					
What is your current Work Study allocation amount?					
Job Title-Unit-Department position:					
Full Name:				Date:	
Last		*First*	*Middle Initial*		
Local Address:					
Street Address			*Apartment/Unit #*		
City			*State*	*ZIP Code*	
Permanent Address:					
Street Address			*Apartment/Unit #*		
City			*State*	*ZIP Code*	
Local Phone:		Permanent Phone:		Cell Phone:	
Email:					
Emergency Contact:		Relationship:		Phone:	
Contact Address:					
Street Address			*Apartment/Unit #*		
City			*State*	*ZIP Code*	
Student ID:		☐ Freshman ☐ Sophomore ☐ Junior ☐ Senior ☐ Graduate Student			
Major:		Month/Year Graduation:			
Below, write a brief summary of how your skills, experience and/or interests apply to this job:					

Previous Employment History and Experience			
Employer	City	Position	Begin & End Date

Available to Work Schedule			
Library service hours are indicated above. For each day, within the time shown, indicate the hours you can be available for work.			
Day	Fall/Spring	Summer	Available to Work (e.g. 8:00 AM – 10:00 AM, 3:30PM – 5:30 PM)
Monday	8:00 AM-10:00PM	8:00 AM-8:00PM	
Tuesday	8:00 AM-10:00PM	8:00 AM-8:00PM	
Wednesday	8:00 AM-10:00PM	8:00 AM-8:00PM	
Thursday	8:00 AM-10:00PM	9:00 AM-6:00PM	
Friday	8:00 AM-10:00PM	9:00 AM-6:00PM	
Saturday	8:00 AM-10:00PM	9:00 AM-6:00PM	
Sunday	1:00 PM-7:00PM	1:00 PM-5:00PM	

Human Resource Office Use Only					
Verify Enrollment		Number of Unit:		Social Security #:	
Federal Work Study Award Academic Year			Federal Work Study Award Amount		
Work Permit Letter Academic Year			HR Employment Authorization Card		
Length of Service			To:		
Date	Current Reg Valid	Pay Rate	Department	Supervisor	PS Number

Human Resource Office Use Only					
Student Name			Student ID		
Date	Current Reg Valid	Pay Rate	Department	Supervisor	PS Number