UNIVERSITY OF
South Carolina

Student Affairs and
Academic Support

Your Information:

Legal Name: _____ USC ID # (Letter followed by 7 numbers) _____

Preferred Name: _____

Major _____ Current GPA _____ Number of Hours Enrolled _____

Classification: ☐ Freshman ☐ Sophomore ☐ Junior ☐ Senior ☐ Graduate

Date Available to Begin Work _____

Are you an international student? ☐ Yes ☐No   Do you have a work-study award? ☐ Yes ☐ No

Contact Information:

Email _____ Phone _____

Address _____

City _____ State _____ ZIP Code_____

Emergency Contact Name and Number: _____

Employment Information:

Are you presently employed on campus? ☐ Yes ☐No

Have you worked on campus in the last 12 months? ☐ Yes ☐ No

Are you presently employed off campus? ☐ Yes ☐ No

Work Experience:

Job Title _____ Department _____

Supervisor _____ Dates Employed _____

Paid Job ☐ Yes ☐ No   Internship ☐Yes ☐ No

Job Title _____ Department _____

Supervisor _____ Dates Employed _____

Paid Job ☐ Yes ☐ No   Internship ☐Yes ☐ No

Attach a resume if you would like to include additional employment. Resume attached ☐ Yes ☐ No

Please list the type of computer(s) you have utilized and any software applications you have used.

_____

Can you work breaks and holidays?　　　☐ Yes ☐ No　　How many hours would you like to work? _____

Class Schedule and Other Activities: On the schedule below please mark all the times when you cannot work. Use a C to designate times that you are in class and an O to designate times when you cannot work due to other commitments/activities.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
6:00 a.m.							
7:00 a.m.							
8:00 a.m.							
9:00 a.m.							
10:00 a.m.							
11:00 a.m.							
12:00 p.m.							
1:00 p.m.							
2:00 p.m.							
3:00 p.m.							
4:00 p.m.							
5:00 p.m.							
6:00 p.m.							
7:00 p.m.							
8:00 p.m.							
9:00 p.m.							
10:00 p.m.							
11:00 p.m.							
12:00 a.m.							

I certify that the information provided on this application for employment is complete and correct. I understand that this document is an application for employment separate and apart from my permanent educational record and is used for the hiring department and student employment only.

Signature: _____ Date: _____

_____

For departmental use only

Interviewed? ☐ Yes ☐ No　　　　　If yes, date: _____

　　　　　　　　　　　　　　　　If no, reason: _____

_____

Hired? ☐ Yes ☐ No