



Student Outreach and Recruitment (SOAR)

Bayramian Hall 190
18111 Nordhoff St.
Northridge, CA 91330-8212
Telephone: (818) 677-2967
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Employment Application

| |
|-----------------------------|
| SOAR Office Use Only |
| Date app logged _____ |
| Interview date _____ |
| Time _____ |
| Hired __ Yes __ No |
| Salary \$ _____ |
| Applicant SID # _____ |

Which SOAR department are you applying to? Check one.

- Testing Center
- Educational Talent Search (ETS)
- Guest Relations and Campus Tours Outreach
- Internship Program (OIP)
- Student Marketing & Communications
- (SM&C) Upward Bound (UB)

If you are applying to the Outreach Internship Program (OIP), please select which of the following positions you are applying for: OIP Student Assistant OIP Student Assistant, (AAPI) Prospective Student Engagement OIP Student Assistant, International Student Engagement

Position applying for _____ Date _____

Name _____
Last First M.I.

Address _____
Street number and name Apartment number City/state ZIP code

Home telephone (____) _____ Cellphone (____) _____

Primary email _____

Do you own a car that can be reliably used for travel to off-campus job sites? __ Yes __ No

Have a valid state-issued driver's license? __ Yes __ No Willing to carpool? __ Yes __ No

Automotive insurance provider _____
Company name and policy number

Education

Are you currently enrolled at CSUN? __ Yes __ No CSUN student ID number _____

If enrolled at CSUN, what major? _____ Units completed _____

Cumulative GPA _____ Expected graduation date _____

F-1 visa student? __ Yes __ No Work-study? __ Yes __ No Award amount \$ _____

Other colleges/universities attended _____

Last school attended _____

Work/Class Schedules

Please indicate the days and times you are available to work, using the applicable fields below. In addition, please attach your class schedule for the semester you would be working. If you have not yet finalized your class schedule, please provide your registration appointment date here: _____.

| Time | Monday | Tuesday | Wednesday | Thursday | Friday |
|--------------|--------|---------|-----------|----------|--------|
| 8-9 a.m. | | | | | |
| 9-10 a.m. | | | | | |
| 10-11 a.m. | | | | | |
| 11 a.m.-noon | | | | | |
| Noon-1 p.m. | | | | | |
| 1-2 p.m. | | | | | |
| 2-3 p.m. | | | | | |
| 3-4 p.m. | | | | | |
| 4-5 p.m. | | | | | |

Will you be available to work Saturdays as needed? ___Yes ___No

Describe your interest in the position you are applying for.

How did you hear about this job?

For Upward Bound applicants only:

The subject I feel most comfortable tutoring in is:

Math ___ English ___ Science ___ All of the above ___

Other (Please specify.) _____

Employment History

Attach a copy of your resume, current class schedule, most recent transcripts and, if applicable, evidence of federal work-study award amount.

| Employer name/city | Your position title | Time employed | Reason for leaving | Supervisor name/ telephone number |
|--------------------|---------------------|---------------|--------------------|-----------------------------------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |

Technical skills (e.g., software, etc.)

Additional experience (e.g., certifications, etc.)

Do you speak multiple languages? List any languages spoken and level of fluency using a scale of 1-5 (1-basic 5-fluent):

Speak: _____

Read: _____

Write: _____

References

Give at least one academic or professional reference; one personal reference is allowed.

Name _____ Title _____

Telephone (____) _____ Email _____

Name _____ Title _____

Telephone (____) _____ Email _____

I hereby declare that all the information provided in this application is true and complete to the best of my knowledge. I authorize appropriate personnel to verify such information and contact any references given by me. I also authorize the release of my academic records should I be considered for employment. I further agree to abide by all CSUN policies and procedures.

Applicant's signature _____ Date _____