

Employment Application – Summer Residential Positions
 Northern Michigan University
 Upward Bound Math and Science

Applicant: Return completed application and up-to-date copies of all college **transcripts** to the UBMS office in Seaborg Center, West Science, room 2805. A resume may be submitted in addition the application, but it is not required

I. Personal Information:

Name: _____ NMU IN: _____
 Local Address: _____ Local Phone No.: _____
 City: _____ State: _____ Zip: _____ E-Mail Address: _____
 Permanent Address: _____ Cell Phone No.: _____
 City: _____ State: _____ Zip: _____ Do you have a valid Driver’s License? [] Yes [] No
 Have you been ticketed for a driving violation? [] Yes [] No

II. Education: undergraduate institution only

Name: _____ Class Status (So,Jr, Sr) _____ Cumulative GPA: _____
 Major(s): _____ Minor(s) _____

III. Work Experience: List your last four employers, starting with the most recent.

May we contact your current employer? [] Yes [] No May we contact your previous employers? [] Yes [] No

1.	Employer Name:	Date hired:	Date Left:
	Employer Address:	Reason for leaving:	
	Phone:		
	Position Title:	Supervisor Name:	
	Describe job responsibilities:		
2.	Employer Name:	Date hired:	Date Left:
	Employer Address:	Reason for leaving:	
	Phone:		
	Position Title:	Supervisor Name:	
	Describe job responsibilities:		
3.	Employer Name:	Date hired:	Date Left:
	Employer Address:	Reason for leaving:	
	Phone:		
	Position Title:	Supervisor Name:	
	Describe job responsibilities:		

IV. List any certifications that you hold: (i.e. CPR, First Aid, Lifeguard, Water Safety, ect.)

V. Questions: Answer the following questions in the space provided. (Please print or type.)

1. Why are you interested in this position?

2. What type of experience do you have working with teens? Include any supervisory and/or tutoring experience that you have.

What subjects would you be most comfortable tutoring? _____

3. Describe a group activity that you could lead and that the students would enjoy.

VI. References: *References should include current and/or past employers or supervisors and university faculty.*

1. Name: _____ Phone: (home) _____ (work) _____
Address: _____ How do you know this individual? (include the number of yrs. known): _____

2. Name: _____ Phone: (home) _____ (work) _____
Address: _____ How do you know this individual? (include the number of yrs. known): _____

3. Name: _____ Phone: (home) _____ (work) _____
Address: _____ How do you know this individual? (include the number of yrs. known): _____

I certify that the information, provided on this form, is true and accurate to the best of my knowledge.

Signature: _____ **Date:** _____