



## Caller Application Spring 2009

### Personal Information

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Class Year: \_\_\_\_\_ Major: \_\_\_\_\_

Longwood Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_ Cumulative GPA: \_\_\_\_\_

How did you hear about this job? \_\_\_\_\_

Do you have another campus job? \_\_\_\_\_ Do you qualify for Work Study? \_\_\_\_\_

Are you involved in anything else on campus (please elaborate if yes) \_\_\_\_\_

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### Availability

(This will be used for scheduling)

\*Please circle the session(s) you would be able to work:

1. Sunday Evening 6:00 -9:00 p.m.
2. Monday Evening 6:00 -9:00 p.m.
3. Tuesday 1:00-3:00 p.m. 6:00 -9:00p.m.
4. Wednesday 1:00-3:00 p.m. 6:00 -9:00p.m.
5. Thursday Evening 6:00 -9:00 p.m.

(\*Must be able to work a **minimum** of 2 sessions/week)

Maximum number of hours you would be available to work each week: \_\_\_\_\_

### Experience

Please list any/all work experience you have had (starting with your most recent job). You may attach an additional page if needed.

1. Company/Organization: \_\_\_\_\_  
Title: \_\_\_\_\_

Responsibilities: \_\_\_\_\_

Supervisor: \_\_\_\_\_

Phone number: \_\_\_\_\_

Start/End Date: \_\_\_\_\_

Reasons for leaving: \_\_\_\_\_

2. Company/Organization: \_\_\_\_\_

Title: \_\_\_\_\_

Responsibilities: \_\_\_\_\_

Supervisor: \_\_\_\_\_

Phone number: \_\_\_\_\_

Start/End Date: \_\_\_\_\_

Reasons for leaving: \_\_\_\_\_

3. Do you have fundraising/telemarketing experience? \_\_\_\_\_

If so, please describe below (Include your past experience with the Longwood Telefund, if applicable).

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### Signature of Applicant

I understand that the information contained in this application will be held confidential and is, together with any attached papers, the property of Longwood University. I certify that the information contained is complete, accurate and truthful to the best of my knowledge. I hereby authorize Longwood University to conduct a background/reference check to investigate any or all statements I have made. I understand that any misrepresentation on my part is a violation of the Honor Code and may be cause for refusal to employ or future termination.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Please complete, sign, and return this application by January 20th to:**

**Alyson Goff  
Assistant Director of Annual Giving  
Office of University Advancement  
Lancaster 113  
goffak@longwood.edu**

**If selected, you will be contacted for an interview.**

**Thank you for your interest!**