

Longwood University Campus Recreation Student Employee Job Application

General Information

Last Name	First	MI	Social Security No. - -
School/Campus Address	City	State	Zip Code
Main Phone ()	Home Phone ()	Date Available:	
Check position(s) applying for: Front Desk <input type="checkbox"/> Equipment room <input type="checkbox"/> Fitness Center <input type="checkbox"/> Intramurals <input type="checkbox"/> Building Supervisor <input type="checkbox"/> Lifeguard <input type="checkbox"/> Instructor (exercise) <input type="checkbox"/> Outdoor/Climbing Wall <input type="checkbox"/>	Do you have Federal work-study? Yes No Amount of award: \$ _____	Major: _____ Year in school: _____ Grad date: _____	
How did you learn of this vacancy (please list the specific employee, newspaper, web site, or other source)?			
E-Mail Address:			
Are you a current student of Longwood University? Yes No			
Home Address if different:			

Previous Affiliation

Are you now or have you ever been employed by Longwood University? Yes No If yes, please list the location, title, department, and dates:
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Certifications: (Personal Training (ACE, ACSM) Lifeguard, CPR/AED, First Aid, etc...)

Availability: Cross out time blocks that you cannot work: (i.e. Classes, Jobs, Personal Commitments)

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
5:45 to 7 am							
7 to 8 am							
8 to 9 am							
9 to 10 am							
10 to 11 am							
11 to 12 am							
12 to 1 pm							
1 to 2 pm							
2 to 3 pm							
3 to 4 pm							
4 to 5 pm							
5 to 6 pm							
6 to 7 pm							
7 to 8 pm							
8 to 9 pm							
9 to 11 pm							

Reasonable number of hours needed per week (Max of 20 wk for FTS): _____

Application period: (Circle one) Spring - Summer - Fall

Employment History: List current to last employers first, include U.S. military service.

Employer Name	Address		City	State	Zip Code
Telephone No. ()	Your Title		Department		
Beginning Date	Ending Date	Final Salary	Supervisor's Name & Title		
If you are still employed, may we contact your employer? <input type="checkbox"/> Yes <input type="checkbox"/> No					
Summary of duties:					
Reason for leaving:					
Employer Name	Address		City	State	Zip Code
Telephone No. ()	Your Title		Department		
Beginning Date	Ending Date	Final Salary	Supervisor's Name & Title		
Summary of duties:					
Reason for leaving:					
Employer Name	Address		City	State	Zip Code
Telephone No. ()	Your Title		Department		
Beginning Date	Ending Date	Final Salary	Supervisor's Name & Title		
Summary of duties:					
Reason for leaving:					

If you wish to describe additional work experience, attach the above information for each position on a separate piece of paper.

Related Recreation Experience:

Please give any information, which may be helpful in determining your qualifications for the position.
 *(This is very important to distinguish you from other applicants)

I hereby certify that the facts set forth in this employment application are true and complete to the best of my knowledge. I understand that false statements of any kind or omission of facts called for on this application are a basis for dismissal regardless of when they are discovered. I understand that any employment offered is for an indefinite duration, unless otherwise specified in writing, and is "at-will", which means that either I (after a two weeks notice) or Campus Recreation (following Longwood policy) may terminate my employment at any time. I further understand that neither the policies, rules, regulations of employment, application for employment, nor anything said during the interview process shall be deemed to constitute the terms of any implied employment contract.

Signature of Applicant: _____ Date: _____

**Please return this application to: Longwood University Campus Recreation
 Attn: Robbie Bell- Assistant Director
 201 High St.
 Farmville, VA 23909**

Longwood University is an affirmative action/equal opportunity employer.