



Member of the Texas Tech University System
ANGELO STATE UNIVERSITY
APPLICATION FOR STUDENT EMPLOYMENT
 AN EQUAL OPPORTUNITY EMPLOYER

For University Use Only

Job Applicant No. _____

Fill out this application form completely. If questions are not applicable, enter "NA." **Do not leave questions blank.** Be sure to sign when completed. Angelo State University is an Equal Opportunity Employer and does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services. You may make copies of this application and enter different position titles, but **each copy must be signed and dated.** Resumes will not be accepted in lieu of applications.

**PRINT IN BLACK
 INK OR TYPE**

Write the exact title of position for which you wish to apply:						Job Posting Number					
Name						E-Mail Address					
Last		First		Middle							
Mailing Address											
Street		City		State		Zip		Country		Contact Phone No.	
Do you have any relatives working for Angelo State University? If so, list names and relationships:											
Type of work interested in: Student <input type="checkbox"/> Work Study <input type="checkbox"/>					Do you have any relatives serving on the Texas Tech University System Board of Regents? If so, list names and relationships:						
Are you willing to work hours other than 8-5? Yes <input type="checkbox"/> No <input type="checkbox"/>				Date available for work?							
Are you willing to travel? Yes <input type="checkbox"/> No <input type="checkbox"/>			If yes, what percent of time?								
Current Driver's License State and number (if required for position)				State: _____		Number: _____		Commercial Driver's License? Yes <input type="checkbox"/> No <input type="checkbox"/>			
Are you at least 17 years of age? Yes <input type="checkbox"/> No <input type="checkbox"/>			Leave Blank			Leave Blank					
Have you ever been convicted of a felony or subjected to a deferred adjudication on a felony charge? Yes <input type="checkbox"/> No <input type="checkbox"/> If your answer is "Yes," explain in concise detail on a separate sheet of paper, giving the dates and nature of the offense, the name and location of the court, and the disposition of the case(s). A conviction may not disqualify you, but a false statement will.											
EDUCATION (NOTE: Applicants may be required to provide proof of diploma, degree, transcripts, licenses, and certifications).											
Circle highest grade completed: 1 2 3 4 5 6 7 8 9 10 11 12											
Type Of School					Did you graduate from high school or receive GED? Yes <input type="checkbox"/> No <input type="checkbox"/>						
	Name and Location of School	Dates Attended				Date Graduated		Expected Graduation Date	Sem/Clock Hours Completed	Type of Diploma or Degree	Major/Minor Fields of Study
		From		To		Mo. Yr.					
		Mo.	Yr.	Mo.	Yr.	Mo.	Yr.				
Undergraduate Colleges or Universities											
Technical, Vocational, or Business Schools											

HUMAN RESOURCE OFFICE USE ONLY

Date Received _____ Time Received _____ Received By _____

Special Training/Skills/Qualifications: List all job related training or skills you possess and machines or office equipment you can use, such as calculators, printing or graphics equipment, computer equipment, types of software and hardware. Attach additional sheet, if necessary.

Do you speak a language other than English? (If required for this position)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
If yes, what language(s) do you speak? _____	How fluently? Fair <input type="checkbox"/>	Good <input type="checkbox"/>	Excellent <input type="checkbox"/>
Do you write in a language other than English? (If required for this position)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
If yes, which language(s)			

Have you ever been employed by the State of Texas?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Are you currently employed by the State of Texas?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If you have been previously employed by the State of Texas, list the agency/agencies:		

PLEASE READ THE FOLLOWING STATEMENTS CAREFULLY AND INDICATE YOUR UNDERSTANDING AND ACCEPTANCE BY SIGNING IN THE SPACE PROVIDED

1. I certify that all the information provided by me in connection with my application, whether on this document or not, is true and complete, and I understand that any misstatement, falsification, or omission of information shall be grounds for refusal to hire or, if hired, termination.
2. I understand that as a condition of employment, I will be required to provide legal proof of authorization to work in the U.S.
3. I understand that the State of Texas requires all males who are 18 through 25 and required to register with the Selective Service, to present either proof of registration or exemption from registration upon hire.
4. I authorize any of the persons or organizations referenced in this application to give you any and all information concerning my present and previous employment, education, or any other information they might have, personal or otherwise, with regard to any of the subjects covered by this application, and I release all such parties from all liability from any damages which may result from furnishing such information to you.
5. I understand I have the right to request and be informed about information that the State of Texas collects about me. I am entitled to receive and review the information upon request. I also have the right to ask Angelo State University to correct any information that is determined to be incorrect. (Reference: Government Code, Sections 552.021 and 559.004.)

THIS APPLICATION MUST BE SIGNED

SIGN
HERE:

Signature – Applicant

Date

