



HUMBOLDT STATE UNIVERSITY

Application for Student Employment
Job Title: Data Entry / Admin Assistant

Date: _____

Name: _____

Email: _____

Local Phone: _____ Home Phone: _____

Address: _____

City/State/Zip: _____

Major: _____

Year: ☐ Freshman ☐ Sophomore ☐ Junior ☐ Senior ☐ Graduate

How did you hear about this position? ☐ Career Center Website ☐ Flyer ☐ Referral

Referred by whom? _____

PREVIOUS EMPLOYMENT (volunteer or paid positions)

1. Employer Name: _____

Supervisor: _____ Phone: _____

Duties: _____

2. Employer Name: _____

Supervisor: _____ Phone: _____

Duties: _____

3. Employer Name: _____

Supervisor: _____ Phone: _____

Duties: _____

Why do you feel you would do well in this position? Include related experience.

What activities are you involved in outside of school and what is the time commitment per week?