

Application for Office of the President Student Assistant

Office of the President

Instructions: Please type or print legibly. Fully complete all sections and sign and date application.

If there are questions about the application materials, or if additional information is needed, please contact Christie Renner in the Office of the President at 573-651-5026, or email to: crenner@semo.edu.

Dates of Employment: Summer Semester 2023 – with possible continuation of employment in upcoming semesters depending on staffing needs.

Application deadline: 5:00 pm, Friday, April 28, 2023 (and will continue to accept until position filled) to crenner@semo.edu or deliver to Office of the President, Academic Hall Room 144

Name: _____ **BATTHULA CHANDRASEKHAR RAO** _____ **Student ID#:**
_____ **S02049570** _____

Cellphone #: _____ **+15737302701** _____ **Email Address:**
_____ **cbatthula1s@semo.edu** _____

Local Address: _____ **1038 N Frederick St Apt B2, Cape Girardeau, MO**
63701. _____

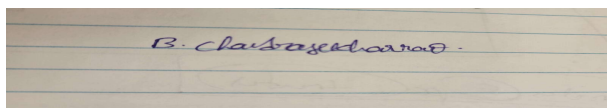
To Apply:

1. Complete the above information and return with your other application materials 2. Submit a cover letter and resume.

- The resume should provide information on all work experience, achievements, and other qualifications for the position.
- The cover letter must be submitted for the position and should address the following:
 - Brief statement of your interest in the position and qualifications for the position.
 - Times of availability during Summer 2023 and desired number of hours.
- Applications that fail to address the above information will not be considered.

(You must be enrolled full time for fall semester in order to be eligible for employment.)

I have read the position description for the Office of the President Student Assistant. I hereby certify that I meet the requirement of the position and that the information I have provided is accurate. I understand that my signature below gives my written permission for members of the search committee to verify information contained in the application.



Signature

26-04-2023

Date