

Student Ambassador

Application for Employment

INSTRUCTIONS

Please complete all sections of the application below. When completed, place it in a sealed envelope, along with a cover letter and resume. Deliver the envelope to the Smittcamp Alumni House (address provided on last page of this application).

Today's date: _____ (mm/dd/yyyy)

SECTION 1: PERSONAL INFORMATION

Name (last, first): _____

Phone 1: _____ ☐ Mobile ☐ Home ☐ Other

Phone 2: _____ ☐ Mobile ☐ Home ☐ Other

Email: _____

School address: _____

City: _____ State: _____ Zip: _____

Home address: _____

(when school is out) City: _____ State: _____ Zip: _____

Do you have access to reliable transportation? ☐ Yes ☐ No

Do you have car insurance? (proof of insurance will be requested) ☐ Yes ☐ No

Do you have a clean driving record? (we will verify your driving record) ☐ Yes ☐ No

Have you been convicted of a crime (a misdemeanor or felony) arising from an event or circumstance occurring on or after your 18th birthday? ☐ Yes ☐ No

If you answered "yes" to the above question, please identify the conviction and describe the circumstances. (Note: An infraction does not constitute a crime. Certain motor vehicle offenses, such as driving under the influence or driving while intoxicated are misdemeanors and must be disclosed.)

How/Where did you hear about this position? _____

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SECTION 2: EMPLOYMENT or VOLUNTEER HISTORY

Please list your two most recent employers or organizations you have volunteered with. Include any on-campus employment, whether current or past. (Note: Not having an employment or volunteer history will not preclude you from consideration for employment).

If you have no employment history or volunteer experience please check the box to the right: ☐

Organization 1: _____

Indicate the type of work: ☐ Paid employment ☐ Volunteer (non-paid)

Supervisor: _____ Phone: _____

Start date: _____ End date: _____ or ☐ Currently employed

Briefly describe your duties: _____

May we contact them? ☐ Yes ☐ No

Organization 2: _____

Indicate the type of work: ☐ Paid employment ☐ Volunteer (non-paid)

Supervisor: _____ Phone: _____

Start date: _____ End date: _____ or ☐ Currently employed

Briefly describe your duties: _____

May we contact them? ☐ Yes ☐ No

SECTION 3: REFERENCES

Please provide two references we may contact. One of them must be a Fresno State faculty or staff member. References must be at least 18 years of age or older. Do not include family members or friends.

Reference 1: _____

Title: _____ Phone: _____

Email: _____

How do you know this person? ☐ Fresno State faculty/staff ☐ Professional reference ☐ Colleague ☐ Other

Reference 2: _____

Title: _____ Phone: _____

Email: _____

How do you know this person? ☐ Fresno State faculty/staff ☐ Professional reference ☐ Colleague ☐ Other

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SECTION 4: ACADEMICS and STUDENT ENGAGEMENT

When did you first enroll at Fresno State? Year: _____ Semester: Fall / Spring (circle one)

What is your current year in college? ☐ 1st year ☐ 2nd year ☐ 3rd year ☐ 4th year ☐ 5th year

What is your anticipated graduation date? Year: _____ Semester: Fall / Spring (circle one)

What is your major (program)? _____

What is your cumulative GPA? _____

If offered this position, how many units will you be enrolled in when you begin work? _____

Are/Will you be on-campus for your classes? ☐ Yes ☐ No

Are you in good academic standing? ☐ Yes ☐ No

How are you currently involved on campus (activities, student organizations, research, other extracurricular activities. *Note: Not being actively involved will not preclude you from consideration*)?

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

Review the entire list below, then select the five programs you are most interested in. Rank order them where 1 = Most interested (likely your major), and 5 = Least interested.

ARTS & HUMANITIES

- ☐ Art & Design
- ☐ Communication
- ☐ English
- ☐ Modern/Classical Languages
- ☐ Linguistics
- ☐ Mass Communication & Journalism
- ☐ Music
- ☐ Philosophy
- ☐ Theatre Arts & Dance

HEALTH & HUMAN SERVICES

- ☐ Comm Disorders & Deaf Studies
- ☐ Public Health
- ☐ Kinesiology
- ☐ Nursing
- ☐ Physical Therapy
- ☐ Social Work
- ☐ Gerontology
- ☐ Interdisciplinary Health & Rehab Sciences
- ☐ Recreation Administration

SCIENCE & MATH

- ☐ Biology

- ☐ Chemistry
- ☐ Computer Science
- ☐ Earth & Environmental Sciences
- ☐ Mathematics
- ☐ Physics
- ☐ Psychology

SOCIAL SCIENCES

- ☐ Africana Studies
- ☐ Anthropology
- ☐ Chicano & Latin American Studies
- ☐ Criminology
- ☐ Geography
- ☐ History
- ☐ Political Science
- ☐ Sociology
- ☐ Women's Studies

CRAIG SCHOOL OF BUSINESS

- ☐ Accounting
- ☐ Finance & Business Law
- ☐ Info. Systems & Decision Sciences
- ☐ Management
- ☐ Marketing

- ☐ Economics

AGRICULTURAL SCIENCES & TECH

- ☐ Agricultural Business
- ☐ Animal Sciences & Ag Education
- ☐ Child, Family & Consumer Sciences
- ☐ Food Science & Nutrition
- ☐ Industrial Technology
- ☐ Plant Science
- ☐ Viticulture & Enology

KREMEN SCHOOL OF EDUCATION

- ☐ Curriculum & Instruction
- ☐ Educational Research & Administration
- ☐ Counselor Education & Rehabilitation
- ☐ Literacy, Early, Bilingual & Special Ed
- ☐ Liberal Studies

LYLES COLLEGE OF ENGINEERING

- ☐ Civil Engineering
- ☐ Geomatics Engineering
- ☐ Construction Management
- ☐ Electrical & Computer Engineering
- ☐ Mechanical Engineering

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SECTION 5: APPLICANT SIGNATURE

The information contained in this application is true and correct to the best of my knowledge and belief.

Print name: _____ **Student ID:** _____

Signature: _____ **Date:** _____

Non-Discrimination. California State University, Fresno is committed to maintaining and implementing employment policies and procedures in compliance with applicable state and federal equal employment opportunity laws and regulations prohibits harassment on the basis of protected status: race, color, religion, national origin, ancestry, age, sex, gender identity, sexual orientation, marital status, pregnancy, mental disability, physical disability, medical condition and covered veteran status. Retaliation against individuals for complaining about proscribed conduct, opposing such conduct, or participating in an investigation or proceeding involving such conduct is prohibited.

Reasonable Accommodation in Application Process. Fresno State provides reasonable accommodation to job applicants with disabilities upon request, unless doing so would impose an undue hardship on the campus. What constitutes a reasonable accommodation is to be determined by Fresno State on a case-by-case basis after it has received the individual's request for accommodation and engaged in an interactive process with the applicant. Employees or applicants requiring reasonable accommodation should contact Matthew Schulz at 559-278-0464.

At-Will Employment. Student Ambassadors fall within the job classification of student assistants and are at-will employees serving at the pleasure of the program manager or his/her designee.

Other Requirements. Pursuant to the requirements of the Immigration Reform and Control Act of 1986, any offer of employment is contingent upon verification of individual's eligibility to be employed in the United States. Necessary background investigations will be conducted, as required, depending upon the job requirements of position. These could include, but are not limited to, processing of fingerprints through the Department of Justice and FBI and degree and license verification upon employment. An offer of employment may be withdrawn or employment may be terminated based upon the results of these verifications. Full disclosure of all post-juvenile misdemeanors and felonies should be made in connection with this application.



**Application documents can be sent via mail or hand-delivered.
Return your application, cover letter and resume to:**

Fresno State Alumni Association
Smittcamp Alumni House
c/o Matthew Schulz
2625 East Matoian Way
Fresno, CA 93740-8000

OFFICE USE ONLY

Date received: _____ **Initials:** _____