Position: Student Caller

Essential Job Functions: The Student Caller position is an entry-level position with the Pacific Fund in the Development Division at University of the Pacific. Student Callers are responsible for contacting Pacific Alumni, parents and friends to inform them of campus news and events, update their contact information, answer any questions about the University and solicit financial support for Pacific.

Student Callers alone are responsible for generating hundreds of thousands of dollars each semester for Pacific. The Student Caller is expected to progress in their fundraising ability while working closely with the supervisory staff in order to ensure improvement. Must be motivated and possess good telephone voice and personality, accurate data entry skills, and demonstrate work reliability. In addition, must show an ability to facilitate a conversation between themselves and prospective donors.

Compensation: Starting wage $10/ hour with a graduated scale with increases based on completed hours of work. Bonuses based on performance available. Promotional opportunities available.

Skills/Qualifications:
- A good telephone voice and friendly personality
- Must have the ability to converse in a positive, personal, yet professional manner
- Must be available a minimum of three shifts (10.5 hours) per week, including one Sunday shift

Applications:
Applicants must submit a completed application and supplemental application to be considered. Applications can be submitted:

In person:                  Email:                  Online:
Pacific Fund              pacificfund@pacific.edu   www.pacific.edu/pacificfund
Hand Hall Reception       Pacific Fund              pacificfund@pacific.edu   www.pacific.edu/pacificfund
3601 Pacific Avenue
Stockton, CA 95211

DEADLINE: To be considered for the fall semester, applications must be submitted by September 10, 2012. Otherwise, open until filled.
PERSONAL INFORMATION
Name:____________________________________________________________________________________
Home or Campus Address: __________________________________________________________________
Phone: __________________________ University email: ________________________________________
Date of Birth: ___________________ Year: Freshman Sophomore Junior Senior
Student ID #: ___________________ Work Study: Y N

HOW DID YOU HEAR ABOUT THIS POSITION?
The Pacifican Tiger Jobs Flyer Friend:_____________________ Other:_____________________

WORK HISTORY (starting with the most recent)
Employer: __________________________ Job Title: __________________________
Supervisor: _________________________ Phone: _______________ Dates Employed: ___________________
Description of Duties:__________________________________________________________________________
____________________________________________________________________________________________
Employer: __________________________ Job Title: __________________________
Supervisor: _________________________ Phone: _______________ Dates Employed: ___________________
Description of Duties:__________________________________________________________________________
____________________________________________________________________________________________
Employer: __________________________ Job Title: __________________________
Supervisor: _________________________ Phone: _______________ Dates Employed: ___________________
Description of Duties:__________________________________________________________________________
____________________________________________________________________________________________

OTHER JOB RELATED SKILLS
___________________________________________________________________________________________
___________________________________________________________________________________________
Availability

To be considered for this position you must be available a minimum of three shifts (10.5 hours) per week, including one Sunday shift.

Please mark each shift with an "X" for which you will regularly be available for the rest of the semester. If you are only available for part of a shift, do not mark it. If you are only available for a specific shift on some weeks, do not mark it. Please mark shifts if you will regularly be available with only a few exceptions.

<table>
<thead>
<tr>
<th>Day</th>
<th>Time</th>
<th>Check if available</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday</td>
<td>5:30 – 9:00 PM</td>
<td></td>
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<tr>
<td>Tuesday</td>
<td>5:30 – 9:00 PM</td>
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<tr>
<td>Wednesday</td>
<td>5:30 – 9:00 PM</td>
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<tr>
<td>Thursday</td>
<td>5:30 – 9:00 PM</td>
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<tr>
<td>Friday</td>
<td>No shifts held</td>
<td>N/A</td>
</tr>
<tr>
<td>Saturday</td>
<td>No shifts held</td>
<td>N/A</td>
</tr>
<tr>
<td>Sunday</td>
<td>1:30 -5:00 PM</td>
<td></td>
</tr>
<tr>
<td></td>
<td>5:30 – 9:00 PM</td>
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</tbody>
</table>

What is the maximum number of hours per week you want to work?  _______________

What is the maximum number of days per week you want to work?  _______________

Would you be available to work daytime shifts?  Yes / No