



University of the Pacific
APPLICATION FOR STUDENT EMPLOYMENT

Received

Center for Community Involvement

PERSONAL DATA

NAME: _____ STUDENT ID #: _____
(Last - First - Middle Initial)

CAMPUS ADDRESS (City, State, Zip): _____

PERMANENT ADDRESS (City, State, Zip): _____

PRIMARY PHONE: () _____ SECONDARY PHONE: () _____

E-MAIL ADDRESS: _____

WORK HISTORY (MOST RECENT – Including University of the Pacific Campus Jobs)

1. COMPANY / ORGANIZATION: _____

ADDRESS (City, State, Zip): _____

SUPERVISOR: _____ PHONE: () _____

POSITION TITLE: _____ DEPARTMENT: _____

DUTIES: _____

PERIOD EMPLOYED: FROM (Month/Year): _____ / _____ TO: _____ / _____

REASON FOR LEAVING: _____

MAY WE CONTACT THE EMPLOYER BEFORE JOB OFFER? YES NO

2. COMPANY / ORGANIZATION: _____

ADDRESS (City, State, Zip): _____

SUPERVISOR: _____ PHONE: () _____

POSITION TITLE: _____ DEPARTMENT: _____

DUTIES: _____

PERIOD EMPLOYED: FROM (Month/Year): _____ / _____ TO: _____ / _____

REASON FOR LEAVING: _____

MAY WE CONTACT THE EMPLOYER BEFORE JOB OFFER? YES NO

EDUCATION

| School | Major | Class Year | Anticipated Graduation Date |
|--------|-------|------------|-----------------------------|
| | | | |

REFERENCES

(List two persons, other than relatives or personal friends, who have knowledge of your work experience and/or education.)

NAME _____ RELATIONSHIP: _____ PHONE: () _____

NAME _____ RELATIONSHIP: _____ PHONE: () _____

THE UNIVERSITY OF THE PACIFIC IS AN EQUAL OPPORTUNITY EMPLOYER

SIGNATURE: _____ DATE: _____

For office use
Pre-interview

I H N

Date _____ Time _____

UNIVERSITY OF THE PACIFIC

Center for Community

Involvement

Division of Student Life

Application for Employment

Name: _____ ID#: _____

Email Address: _____ T-Shirt Size: _____

Do you have Federal Work Study? Yes No Amount per year: _____

Do you have another Work Study job? Yes No Location: _____

Supervisor/phone #: _____ Work Study amount being used: _____

Have you ever been convicted of a crime as defined in section 1105.3 of the CA Penal Code or in any other state or country? (See front desk for a copy of this definition) If Yes, please explain on a separate sheet. Yes No

Are you willing to be fingerprinted for screening purposes? Yes No

Do you have transportation? Yes No

If no, would you be willing to carpool to an off campus site? Yes No

If you have a vehicle, would you be willing to drive to an off campus site? Yes No

Please check the programs you are interested in returning to:

Tutor in the Community: Provide tutoring services for elementary and junior high school students at an off-campus site. Must be able to provide transportation to the site or be willing to carpool with other tutors from that site if available. Tutors must be knowledgeable in basic math and/or reading as well as enjoy working with kids.

Tutor Mentor: One-on-One tutoring services provided at the Center for Community Involvement. Subjects and grade levels vary based on personal academic level and preference. Tutors must have good communication skills.

If you would like to return to your Community Tutor Mentor site, which one was it? _____

I agree that all of the above information provided here is true and correct to the best of my knowledge. If I work for the CCI, I will abide by the mission, principles, and guidelines of the center and any other community organization I come in contact with through the CCI.

Signature _____ Date _____

Center for Community Involvement
Located at the Northeast Corner of Pacific & Knoles
209.946.2444
CCI@pacific.edu

Name: _____
 ID #: _____
 Primary Phone: _____
 Hours Desired: _____/week

Date: _____
 Yr: frosh soph junior senior
 Secondary Phone: _____

Center for Community Involvement

Please indicate the subjects you feel comfortable tutoring. Please DO NOT circle items you are not comfortable tutoring:

English:

Elementary Spelling
 Reading

Jr. H.S. Reading Comprehension
 Composition/Writing

High School Literature
 Comprehension
 Composition

College Shakespeare
 British Lit
 Comprehension
 Composition

Math:

Basic Arithmetic
 Pre-Algebra
 Algebra
 Algebra II
 Statistics
 Geometry
 Trigonometry
 Pre-Calculus
 Calculus
 Calculus II

Foreign Languages:

Language: _____
 Level: _____
 Language: _____
 Level: _____

Science:

Earth Science
 Biology
 Chemistry
 Physics

College Biology
 Chemistry
 Physics
 Organic Chemistry
 Anatomy
 Physiology

Social Studies:

Elementary Early N. American

Jr. H.S. U.S. History

High School World History
 European History
 Government

College Political Science
 Social Justice
 Sociology
 Research Methods
 Economics

Special Needs:

Many parents request tutors who are comfortable with or trained to work with children with ADHD, learning disabilities, or speech difficulties. Please indicate any experience in these areas.

***** PLEASE TURN PAGE OVER AND COMPLETE THE OPPOSITE SIDE *****

Schedule Availability

Step 1: Please outline any boxes you are unavailable and label them.
(Ex. class, work, etc.).

Term (Circle one): Fall Spring

Step 2: Please mark an **A** in six boxes of time that work best for you.

Year: _____

Please DO NOT mark any shaded areas.

| Time/Day | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|-----------------|--------|---------|-----------|----------|--------|----------|
| 10:00a-10:30a | | | | | | |
| 10:30a-11:00a | | | | | | |
| 11:00a-11:30a | | | | | | |
| 11:30a - 12:00p | | | | | | |
| 12:00p - 12:30p | | | | | | |
| 12:30p - 1:00p | | | | | | |
| 1:00p - 1:30p | | | | | | |
| 1:30p - 2:00p | | | | | | |
| 2:00p - 2:30p | | | | | | |
| 2:30p - 3:00p | | | | | | |
| 3:00p - 3:30a | | | | | | |
| 3:30a - 4:00p | | | | | | |
| 4:00p - 4:30p | | | | | | |
| 4:30p - 5:00p | | | | | | |
| 5:00p - 5:30p | | | | | | |
| 5:30p - 6:00p | | | | | | |
| 6:00p - 6:30p | | | | | | |
| 6:30p - 7:00p | | | | | | |
| 7:00p - 7:30p | | | | | | |
| 7:30p - 8:00p | | | | | | |

Office Use Only

| | | | | | |
|------------------------|----------|------------|------------------|----------|------------|
| Returning Tutee | hrs/week | Subject(s) | New Tutee | hrs/week | Subject(s) |
|------------------------|----------|------------|------------------|----------|------------|

Cancellations (less than 24 hrs notice):

| | | | | | |
|------|------------|---------------|------|------------|---------------|
| Date | CM initial | Circumstances | Date | CM initial | Circumstances |
|------|------------|---------------|------|------------|---------------|

No Shows:

| | | | | | |
|------|------------|---------------|------|------------|---------------|
| Date | CM initial | Circumstances | Date | CM initial | Circumstances |
|------|------------|---------------|------|------------|---------------|

Not Scheduling Appointments:

| | | | | | |
|------|------------|---------------|------|------------|---------------|
| Date | CM initial | Circumstances | Date | CM initial | Circumstances |
|------|------------|---------------|------|------------|---------------|

UNIVERSITY OF THE PACIFIC

Center for Community

Involvement

Division of Student Life

Recommendation for Employment

The student named below is applying to be an employee of the Center for Community Involvement. The CCI programs serve students and community members from kindergarten through college. We are looking for bright, motivated students with strong communication skills. Because our employees may be working with children it is imperative that we have a character reference for our files. Please take a few minutes to fill out this form. Thank You. If you have any questions please call us at (209)946-2444.

Student's Name: _____

Name of Reference: _____

What is your relationship with this student? _____

How long have you known this student? _____

Do you feel this student would make a good tutor/mentor? Why or Why not?

What strengths would this person bring to our community tutoring program?

Please comment briefly on the above student's character.

Any other comments:

May we contact you if we have further questions? Yes No Phone #: _____

Signature _____ Date _____

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