**Rochester Community and Technical College Campus Safety**

**Application for Student Employment**

***Print legibly*** in blue or black ink. Incomplete applications will not be processed.

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Position Applied For: | | ⭘ Officer | | ⭘ Secretary | | | | | | Date: | | | | |
| Applicant’s Name: | Last | | | | First | | | | | | Middle | | | |
| Birth Date: | \_\_\_\_/\_\_\_\_/\_\_\_\_\_\_  MM DD YYYY | | Driver’s License #: | | | | |  | | | | | | \_\_\_\_  State |
| Local Address: | Number Street | | | | | City | | | | | | State | Zip | |
| Permanent Address: | Number Street | | | | | City | | | | | | State | Zip | |
| Phone #: | ( ) - | | Best Time To Call: | | | | | | \_\_\_:\_\_\_\_\_ AM/PM To \_\_\_:\_\_\_\_\_ AM/PM | | | | | |
| Student  ID #: |  | | Email: | | | |  | | | | | | | |

|  |  |  |
| --- | --- | --- |
| Have you ever been employed at RCTC? If yes, please specify.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | ⭘ Yes | ⭘ No |
| Have you ever filed an application with us before? If yes, give date \_\_\_\_/\_\_\_\_/\_\_\_\_\_\_.  MM DD YYYY | ⭘ Yes | ⭘ No |
| Are you a citizen of the United States or a legal resident of the United States in possession of a valid alien registration card? | ⭘ Yes | ⭘ No |
| Do any of your friends or relatives work here? | ⭘ Yes | ⭘ No |
| Have you ever been convicted in this state or elsewhere of a crime or offense that is a misdemeanor, gross misdemeanor, or felony? If yes, please specify with date and charge.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | ⭘ Yes | ⭘ No |
| Are there any criminal charges pending against you in any court in this state or elsewhere? | ⭘ Yes | ⭘ No |
| Has any license or permit issued to you in Minnesota or elsewhere ever been revoked, suspended, or denied? If yes, please specify.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | ⭘ Yes | ⭘ No |
| Have you ever been fired or asked to resign in lieu of being fired from a job? If yes, please specify.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | ⭘ Yes | ⭘ No |
| Are you currently employed? | ⭘ Yes | ⭘ No |
| May we contact your present employer? | ⭘ Yes | ⭘ No |

**Education**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Name and Address of School | Course of Study | Number of Years Completed | Diploma  Degree |
| Elementary School |  |  |  |  |
| High School |  |  |  |  |
| College |  |  |  |  |
| Other  (Specify) |  |  |  |  |

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| Describe any specialized training, apprenticeship, skills, awards, or extracurricular activities. |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**Employment History**

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| --- | --- | --- | --- |
| Start with your present or last job. Please enter the complete record of your occupation during the last five years. You may copy this page and attach as many sheets as needed. | | | |
| 1. | Employer | | Work Performed |
| Address | |  |
| Telephone #(s) | Dates of Employment (From – To) |  |
| Job Title | Supervisor |  |
| Reason for Leaving | |  |
| 2. | Employer | | Work Performed |
| Address | |  |
| Telephone #(s) | Dates of Employment (From – To) |  |
| Job Title | Supervisor |  |
| Reason for Leaving | |  |
| 3. | Employer | | Work Performed |
| Address | |  |
| Telephone #(s) | Dates of Employment (From – To) |  |
| Job Title | Supervisor |  |
| Reason for Leaving | |  |
| 4. | Employer | | Work Performed |
| Address | |  |
| Telephone #(s) | Dates of Employment (From – To) |  |
| Job Title | Supervisor |  |
| Reason for Leaving | |  |

**Additional Information**

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| --- |
| Other Qualifications. (Summarize special job-related skills and qualifications acquired form employment or other experience.) |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

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| State any additional information you feel may be helpful to us in considering your application. |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

|  |  |  |
| --- | --- | --- |
| References | | |
| 1. | Name | Phone #  ( ) - |
| Address | Relationship |
| 2. | Name | Phone #  ( ) - |
| Address | Relationship |
| 3. | Name | Phone #  ( ) - |
| Address | Relationship |

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| --- | --- |
| I certify that answers given herein are true and complete to the best of my knowledge.  I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.  In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the employer. | |
| Signature | Date |