

# SDSU Library & Information Access

## Student Assistant Application

### Applicant Information

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Last First M.I.

Address: \_\_\_\_\_  
Street Address Apartment/Unit #

\_\_\_\_\_

City ZIP Code

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Current Class Level: \_\_\_\_\_ Major: \_\_\_\_\_

Do you have a Social Security number that allows you to work in the U.S.?      YES      NO  
            Remaining semesters at SDSU: \_\_\_\_\_

#### **Federal Work Study Students Only:**

*(If you do not know the amount of your award, please write in "pending" in the appropriate spaces)*

FWS Award for Fall: \_\_\_\_\_ FWS Award for Spring: \_\_\_\_\_

### Library Departments

**Please select the departments that you would like to apply for:**

*(Please note not all departments will have openings each semester)*

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> All Departments                   | <input type="checkbox"/> Research Services                       | <input type="checkbox"/> Special Projects        |
| <input type="checkbox"/> Circulation Desk/Course Reserves  | <input type="checkbox"/> Resource Sharing                        | <input type="checkbox"/> Stack Maintenance       |
| <input type="checkbox"/> IT Service Desk/Technical Support | <input type="checkbox"/> Searching/Retrieval/Preservation        | <input type="checkbox"/> 24/7 Print Service Desk |
| <input type="checkbox"/> Library Administration            | <input type="checkbox"/> Serials                                 |  |
| <input type="checkbox"/> Library Computing Hub             | <input type="checkbox"/> Special Collections/University Archives |  |

### Availability

**Please select the boxes to indicate hours that you are available to work:**

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
12 – 7am	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8 – 9am	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9 – 10am	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10 – 11am	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11 – 12pm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12 -1pm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1 – 2pm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2 – 3pm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3 – 4 pm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4 – 5 pm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5 – 6 pm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6 – 7 pm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7 – 8 pm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8 – 9 pm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9 – 10 pm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10 - 11 pm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11 - 12 pm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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## Student Assistant Application

### Availability (continued)

Are you available during winter break?      YES       NO       During summer break?      YES       NO       Number of hours desired per week (not to exceed 20): \_\_\_\_\_

Comments regarding availability: \_\_\_\_\_

### Work Experience

Please write any previous work experience:

*(Be sure to note any work experience at San Diego State University)*

Have you ever worked for SDSU or the Library?      YES       NO       If yes, when and which department? \_\_\_\_\_

Company: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Title: \_\_\_\_\_ Phone: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ May we contact your previous supervisor for a reference?      YES       NO

Company: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Title: \_\_\_\_\_ Phone: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ May we contact your previous supervisor for a reference?      YES       NO

Company: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Title: \_\_\_\_\_ Phone: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ May we contact your previous supervisor for a reference?      YES       NO

Describe any previous Library experience and any experience with customer service:

Describe any past computer hardware and/or software knowledge/experience you have had that would prove beneficial to a position here in the library:

Please list any additional qualifications that you believe are pertinent to the position you would like to be hired for: