



**BUTTE-GLENN COMMUNITY COLLEGE DISTRICT DEPARTMENT OF HUMAN RESOURCES**  
**APPLICATION FOR STUDENT EMPLOYMENT**  
*(RETURN TO HUMAN RESOURCES OFFICE UPON HIRE)*

**PERSONAL INFORMATION** (Please use ink & print legibly)

Date: \_\_\_\_\_ Butte ID: \_\_\_\_\_

Name: \_\_\_\_\_  
Last, First Middle

Present Address: \_\_\_\_\_  
Street / City / Zip Code

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

**EMPLOYMENT DESIRED**

Department: \_\_\_\_\_ Date you can start: \_\_\_\_\_ Are you presently employed? Yes  No  May we contact your present employer? Yes  No   
 If no, why not? \_\_\_\_\_

**EDUCATION-COLLEGE**

Name/s & Location/s	Subjects Studied	Units Completed	GPA

**EDUCATION-HIGH SCHOOL**

Name/s & Location/s	Did You Graduate?	GPA

**AVAILABLE WORK SCHEDULE** Type an X in each box you are **NOT** available to work. Are you willing to change your schedule? Yes  No

**CHECK ONE:**  FALL SEMESTER  SPRING SEMESTER

	Monday	Tuesday	Wednesday	Thursday	Friday
8-9					
9-10					
10-11					
11-12					
12-1					
1-2					
2-3					
3-4					
4-5					

Please list any extra-curricular activities you're involved in. \_\_\_\_\_

Can you provide proof of eligibility to work in the U.S. at Butte College?  Yes  No

**EMPLOYMENT HISTORY**

Job Title	Employer Name & Address	Name of Supervisor	Phone	Dates (from/to)	Hourly Wage	Reason for Leaving
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**REFERENCES** (List below the names of three person not related to you, whom you have known at least 3 years)

Name	Occupation	Relationship	Phone	Years Known

Do you have any relatives currently working at Butte College?  Yes  No

Name	Relationship	Department

**SUPPLEMENTAL QUESTIONS** (please answer in your own handwriting)

1. What is your major? \_\_\_\_\_
2. What are your long-term career goals? \_\_\_\_\_
3. To date, what has been your greatest achievement? \_\_\_\_\_
4. Describe yourself in 3 words. \_\_\_\_\_
5. Please describe any work-related skills (typing speed, 10-key, computer software/hardware, certificates, training). \_\_\_\_\_  
\_\_\_\_\_
6. Why should we hire you? \_\_\_\_\_

**NOTE:** Your signature below authorizes Butte College to:

- 1) Contact your employers and references and
- 2) Investigate all statements contained in this application.

I understand that misrepresentation or omission of facts called for is cause for dismissal. Further, I understand and agree that my employment is for no definite period and may, regardless of the date of payment of my wages, be terminated at any time without previous notice. Butte College is an Equal Opportunity Employer. Women, ethnic minorities, the disabled and other protected groups are encouraged to apply.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date