



CAMPUS EVENTS

COLORADO SCHOOL OF MINES

Summer Conference Assistant Employment Application

Contact Information

Name: _____ CWID: _____

Address: _____

Phone: _____ Email: _____@mymail.mines.edu

Fall 2016 Class Standing: ☐ SO ☐ JR ☐ SR ☐ GRAD

Overall GPA: _____ Major: _____ Minor: _____

Availability & Qualifications

List any dates and the reason which you are not available to work (vacation, etc):

Are you aware that you will be required to reside in the Residence Halls while employed? Yes No

Have you previously been employed by CSM? Yes No
If yes, please list department: _____

Have you previously worked with Conference Services? Yes No
If yes, in what position? _____

Have you ever been convicted of a felony? Yes No
If yes, please explain: _____

Why are you applying for this position?

What experience, skills or talents do you possess that you believe would benefit you as a Summer Conference Assistant?

List in chronological order your work experience to date:

List former and present extracurricular activities, leadership roles, offices held, and honors received:

References

Please provide the name, title and contact information for two references. At least one reference must be a CSM faculty or staff member.

Reference Name	Title	Relationship to you	Phone Number

Resume

Please submit a hard copy of your resume with this application.

All application forms must be returned directly to Conference Services, Student Center E240, by Noon on Monday, April 3rd. Review of application will begin April 4th and interviews will be conducted the week of April 10, 2017.

I have read the position description and understand the responsibilities and the time commitment to be a Summer Conference Assistant. If selected for the position, I am willing to accept those responsibilities and serve the entire work period (May 5, 2017 - August 12, 2017).

Signature: _____ Date: _____