

Academic Programs Abroad – Peer Advisor

Application for Employment

We are an Equal Opportunity Employer. Applicants for all job openings are welcome and will be considered without regard to race, color, religion, national origin, sex, age, sexual orientation, physical or mental disability, or any other basis protected by state, federal, or local law.

To help us learn about your experience, abilities, and interests, please complete this Application for Employment as thoroughly as possible.

Date: _____ LSU ID number: _____

Full Name: _____

Nickname: _____

LSU Email: _____

Alt. Email: _____

Local Address: _____
(dorm, apt #, P.O. Box, street, zip)

Best telephone contact number: _____

Classification for 2014-2015 (Senior, Junior, Soph, Fresh): _____ Expected Graduation: _____

GPA: _____

Major: _____ Minor: _____

Study Abroad Information

List any exchange, study abroad, or travel experience: _____

Languages? _____ Proficiency or semesters taken: _____

Short Answer Questions

List your skills that would be helpful in a study abroad office (ex: customer service, marketing design, public speaking):

List all organizations, clubs, or extracurricular activities you are affiliated with:

Describe your competency level with Microsoft Office programs (Access, Excel, Outlook, Power Point) and list any other software programs you're familiar with you believe would assist you in this position :

Why do you think you'd be a good fit for the APA office?

Additional educational or professional information, such as special areas of research or study, seminars, professional memberships, certificates, or licenses held. (Exclude those indicating race, color, religion, sex, sexual orientation, national origin, age, physical or mental disability, or labor organization affiliations.) Please attach additional pages as needed.

Employment Data

Please list in order of most recent employment first				APA Office Use Only		
Company Name		Phone No. ()	Dates of Employment			
			From (Mo/Yr)	To (Mo/Yr)		
Address (Include Street, City, State, Zip Code)						
Job Title-Start	Job Title-Final		Base Rate of Pay			
			Start	Final		
Supervisor (Name & Title)						
Description of Job Duties						
Company Name		Phone No. ()	Dates of Employment			
			From (Mo/Yr)	To (Mo/Yr)		
Address (Include Street, City, State, Zip Code)						
Job Title-Start	Job Title-Final		Base Rate of Pay			
			Start	Final		
Supervisor (Name & Title)						
Description of Job Duties						
Company Name		Phone No. ()	Dates of Employment			
			From (Mo/Yr)	To (Mo/Yr)		
Address (Include Street, City, State, Zip Code)						
Job Title-Start	Job Title-Final		Base Rate of Pay			
			Start	Final		
Supervisor (Name & Title)						
Description of Job Duties						

Reference Data

Professional/Work References We May Contact

Name	Address (Area Code) Phone

Work availability and schedule

Are you available to work during the summer? Yes _____ No _____

If so, how many hours/week would you ideally like? _____

Requested work schedule for **Summer 2017** (Prefer work to be at least 2 hrs each time you report)

Please show times you are **available** to work (*We understand this is tentative as schedules have not been confirmed*):

	Monday	Tuesday	Wednesday	Thursday	Friday
8:00					
8:30					
9:00					
9:30					
10:00					
10:30					
11:00					
11:30					
12:00					
12:30					
1:00					
1:30					
2:00					
2:30					
3:00					
3:30					
4:00					
4:30					

If schedule is not available, please estimate work times. DO NOT indicate your class schedule – only work schedule

Please attach your class schedule.

My signature below certifies that I have read and understand the foregoing and to the best of my knowledge and belief, the information on this form is true and correct.

_____ Applicant Signature

_____ Date

FOR APA OFFICE USE ONLY

Interviewer's Signature

Date