

# Wisconsin Union Employment Application

**The position you are applying for:    Job #** **Please use one application per job number.**

Do you currently work at the Wisconsin Union?     Yes    No    (If yes, notify your current supervisor and the new supervisor.)

## APPLICANT AND EDUCATION INFORMATION

Last name		First	MI	Nickname
Local address		Apt #	Cell phone # (    )	
City	State	Zip code	Local phone # (    )	
Permanent address		Apt #	Permanent phone # (    )	
City	State	Zip code	Email	
Are you enrolled in or graduated from high school? <input type="checkbox"/> Yes <input type="checkbox"/> No		Are you enrolled in a college/university? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Where are you enrolled?		Student ID #		
Major		Status <input type="checkbox"/> Freshman <input type="checkbox"/> Sophomore <input type="checkbox"/> Junior <input type="checkbox"/> Senior <input type="checkbox"/> Graduate		
Anticipated graduation date?		Are you a work-study recipient? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure		

## WORK AND/OR VOLUNTEER EXPERIENCE

Employer	Supervisor	Phone # (    )
Position	Dates of employment	
Responsibilities	Reason for leaving	
Employer	Supervisor	Phone # (    )
Position	Dates of employment	
Responsibilities	Reason for leaving	

## INFORMATIONAL QUESTIONS AND APPLICANT CERTIFICATION

Do you speak any language(s) other than English? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, what language(s)?
Have you had a valid driver's license for at least two years? <input type="checkbox"/> Yes <input type="checkbox"/> No	If required, UW Risk Management will check your driving record.
Have you previously worked for the Wisconsin Union? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, when?
Do you currently or have you worked for the UW System? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, where?
Have you been dismissed or asked to resign from a job? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, why?

What does good customer service mean to you? Describe a time when you provided good customer service.

Describe a situation when you were part of a team (school, work, volunteer, etc). What helped that team work well together?

**I certify all the information on this application is true, accurate and complete. I understand if I have given any false information or omitted any relevant facts, I may be disqualified from employment consideration with the Wisconsin Union. If I am hired, I may be discharged immediately upon discovery of such false information or omissions.**

*Applicant's signature* \_\_\_\_\_ *Date* \_\_\_\_\_

The University of Wisconsin provides reasonable assistance or accommodations for qualified applicants or employees with disabilities. If you need assistance or accommodations in this process, please contact the Wisconsin Union's Human Resources Office. Employment opportunities are not denied to anyone because of the need to make reasonable accommodations for a disability.



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## SCHEDULING

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
7:00 am							
7:45 am							
8:50 am							
9:55 am							
11:00 am							
12:05 pm							
1:20 pm							
2:25 pm							
3:30 pm							
4:35 pm							
6:00 pm							
7:00 pm							
8:00 pm							
9:00 pm							
10:00 pm							
11:00 pm							

<b>Please "X" when in class or when unavailable to work.</b>	Is your semester schedule finalized? <input type="checkbox"/> Yes <input type="checkbox"/> No
This semester schedule is for: <input type="checkbox"/> Fall <input type="checkbox"/> Spring <input type="checkbox"/> Summer	How many hours per week would you like to work?
Are you able to work weekends? <input type="checkbox"/> Yes <input type="checkbox"/> No	Are you able to work during summer? <input type="checkbox"/> Yes <input type="checkbox"/> No
Do you have tickets for: <input type="checkbox"/> Basketball <input type="checkbox"/> Football <input type="checkbox"/> Hockey	Will you make a one-year commitment? <input type="checkbox"/> Yes <input type="checkbox"/> No

**HIRING SUPERVISOR USE ONLY**

Work Unit's Name \_\_\_\_\_ Work Unit's Account # A96 \_\_\_\_ \_

Rate \$ \_\_\_\_\_

Start date \_\_\_\_\_

Hiring Supervisor's signature \_\_\_\_\_ Date \_\_\_\_\_

Background Check Required?     Yes     No

**FOR DUAL APPOINTMENT USE ONLY:**

Work Unit's Name \_\_\_\_\_ Work Unit's Account # A96 \_\_\_\_ \_

Rate \$ \_\_\_\_\_

Start date \_\_\_\_\_

Hiring Supervisor's signature \_\_\_\_\_ Date \_\_\_\_\_



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**FOR HUMAN RESOURCES USE ONLY**

CBC \_\_\_\_ HRS \_\_\_\_ I-9 verified \_\_\_\_ Enrollment Verification (Non-UW) \_\_\_\_