NEWCOMB HALL
APPLICATION FOR STUDENT EMPLOYMENT
Spring 2010

Positions
Position Applying for:

1st Choice: ___________________________ 2nd Choice: ___________________________

Positions
- Event Assistant
- Projectionist
- Student Administrative Assistant

Please attach a resume for:
- Technology Service Assistant
- Graphic Design/Web Developer

(For more information on each position—See: http://www.virginia.edu/newcomb/aboutus/employment.html or ask at the Newcomb Information Desk for descriptions.)

Name

____________________________________________________________________________________________________________________________

First name        Preferred/nickname        Middle name       Last name

Personal Information

Date of Birth _______________________________ Expected Graduation Date _______________________________

School Address ______________________________________ Phone __________________________

Home Address ______________________________________ Phone __________________________

Summer Address ______________________________________ Phone __________________________

Fall Address ______________________________________ Phone __________________________

E-mail _____________@virginia.edu

E-mail __________________________

E-mail __________________________

E-mail __________________________

Are you on work study? _____ Will you be next year? _______ Major ___________________________

Years of college completed ______ at UVA_______ Years with Newcomb Hall _____________

Spring applications: Spring course load _______ Spring hours/week at other job/internship _______

Spring weekly hours of work requested _____ (min. 8, max. 20)

How did you hear about these openings? __________________________________________

If you were referred by an employee, who? ___________________________________________

There will be two offerings of a Newcomb Student New Employee Registration December 7 Noon to 1pm
and December 8 from Noon to 1pm – please select one in which you can attend: __________________

Newcomb-wide Student Training is scheduled for Tuesday, January 19 from 8am to 5pm, will you be able to
attend? _____________________________________________________________________________
Previous Employment at UVA and Elsewhere
UVa. department or company & city__________________________________________
supervisor_________________________phone________________dates_______________
duties______________________________________________________________________

UVa. department or company & city ____________________________________________
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duties______________________________________________________________________

UVa. department or company & city ____________________________________________
supervisor_________________________phone________________dates_______________
duties______________________________________________________________________

Volunteer or other experience that would qualify you for the position(s) ______________
___________________________________________________________________________

Knowledge, skills, aptitudes, and character traits that would be beneficial ______________
___________________________________________________________________________
___________________________________________________________________________

Accomplishments, offices, and honors___________________________________________
___________________________________________________________________________

Extracurricular activities and extent to which you will be involved in them next semester __________
___________________________________________________________________________
___________________________________________________________________________
___________________________________________________________________________

Other abilities and interests____________________________________________________
___________________________________________________________________________

Career and life goals ___________________________________________________________

Why do you want to work in/for Newcomb (apart from income)?____________________
___________________________________________________________________________
___________________________________________________________________________