APPLICATION FOR EMPLOYMENT
STUDENT ASSISTANT
TUTT LIBRARY

DATE __________________________

NAME ______________________________________________________

ADDRESS __________________________________________________ or WORNER BOX _____________

PHONE __________________________ E-MAIL ADDRESS ______________________________

Are you a CC student? ____Yes ____No If yes, STUDENT ID# ______________

☐First Year ☐Sophomore ☐Junior ☐Senior Major ___________________

Are you enrolled in summer courses? _____Yes _____No Which blocks? ________________

Date available to start ____________________________________

How many hours per week are you interested in working? _________________

Available to work occasional: ☐Evenings ☐Weekends ☐Block Breaks (occasional)

Note: These work shifts are required in some departments

List work experience (past library experience or other applicable experience)

________________________________________________________________

________________________________________________________________

List computer skills (software, word processing, spreadsheets, scanning, html. etc)

________________________________________________________________

________________________________________________________________

List extra-curricular activities or sports

________________________________________________________________

________________________________________________________________

If you are currently employed on campus, please list:

Location _______________________________________________

Supervisor ______________________________________________________    Hours per week ______

Anything else you’d like us to know?  _______________________________________________________

________________________________________________________________

Tutt Library does not discriminate on the basis of race, color, national origin, sex, age, religion, disability or sexual orientation.
Tutt Library employs students in the areas listed below. Current position openings are noted on the job description sheets enclosed in the accompanying notebook. Occasional evening, weekend and block break hours may be acceptable or required in some departments; some positions may also require previous experience or special skills. Student supervisor positions are appointed by Department Supervisors. Refer to individual job descriptions for more information.

Please indicate your area/areas of preference:

- [ ] Acquisitions/Accounting
- [ ] Bibliographic Services
- [ ] Cataloging
- [ ] Processing/Preservation
- [ ] Circulation
- [ ] Government Documents
- [ ] Interlibrary Loan
- [ ] Library Systems
- [ ] Periodicals
- [ ] Reference
- [ ] Special Collections
- [ ] Any of the above