



GREAT FALLS COLLEGE
MONTANA STATE UNIVERSITY

Application for Student Employment

Personal Data

Name: _____

Address: _____

Phone Number: _____ Alternate Phone Number: _____

Program you are studying at GFC MSU: _____

Position Applied for: _____ Date Available: _____

Eligible for work study: Yes No Amount of award: _____

(Work study is a needs-based Financial Aid program. Eligibility is determined through information gathered on the FAFSA and institutional verification forms. Great Falls College MSU has limited work study funds.)

Skills & Abilities

Describe your Computer Skills, including any computers classes you have taken and passed: _____

List equipment you know how to operate: _____

List any college courses you have completed that will be helpful in this position: _____

List other skills that will be helpful in this position: _____

Experience

List your last three employers or volunteer positions, with the most recent listed first.

Employer: _____	Phone: _____
Address: _____	
Job Title: _____	
Duties Performed: _____	

Start Date: _____	End Date: _____

Employer: _____ Phone: _____
Address: _____
Job Title: _____
Duties Performed: _____

Start Date: _____ End Date: _____

Employer: _____ Phone: _____
Address: _____
Job Title: _____
Duties Performed: _____

Start Date: _____ End Date: _____

References

List work references we may contact (no relatives please):

Name: _____ Phone: _____
Relationship: _____

Name: _____ Phone: _____
Relationship: _____

Name: _____ Phone: _____
Relationship: _____

I certify that all the information contained in this application is true and correct to the best of my knowledge. I authorize former employers or references listed to release information to Great Falls College MSU or employers under the Great Falls College MSU work study program.

Signature: _____ Date: _____

Availability

Review the schedule below and mark in any block of time **when you are available to work**. Please note that each employer has different hours of operation.

Term/Year: _____

	MON	TUES	WED	THUR	FRI	SAT	SUN
8:00 am – 9:00 am							
9:00 am – 10:00 am							
10:00 am – 11:00 am							
11:00 am – Noon							
Noon – 1:00 pm							
1:00 pm – 2:00 pm							
2:00 pm – 3:00 pm							
3:00 pm – 4:00 pm							
4:00 pm – 5:00 pm							
5:00 pm – 6:00 pm							
6:00 pm – 7:00 pm							
7:00 pm – 8:00 pm							
8:00 pm – 9:00 pm							
9:00 pm – 10:00 pm							

