



Student Employment Application
 Human Resources
 2625 E. Cactus Road
 Phoenix, AZ 85032

Applicant – Type or print clearly in black ink			
Name: (Last, First, Middle)		Date of Application:	
		Position Applying For:	
Address: (Street and Apartment Number, City, State, Zip)		Work Phone:	
		Home Phone:	
Employment Record – List present or most recent employment first. Complete even if accompanied by a résumé.			
Employer	Position Title	Start Date	End Date
Street Address		City, State, Zip	Employer's Phone
Salary	Hours per Week	Last Supervisor's Name	May we contact this employer? Yes No
Describe Duties/Responsibilities		Reason for Leaving	
Employer	Position Title	Start Date	End Date
Street Address		City, State, Zip	Employer's Phone
Salary	Hours per Week	Last Supervisor's Name	May we contact this employer? Yes No
Describe Duties/Responsibilities		Reason for Leaving	
Employer	Position Title	Start Date	End Date
Street Address		City, State, Zip	Employer's Phone

Salary	Hours per Week	Last Supervisor's Name	May we contact this employer? Yes No
Describe Duties/Responsibilities			Reason for Leaving

Existence of a criminal record is not an automatic bar to employment. Consideration will be given to the nature of the position being sought, specific offense, your age at the time of the offense, the period of time which has elapsed since the commission of the offense and any extenuating circumstances. (*Arrests without convictions need not be reported.)

Have you ever been convicted of a misdemeanor or felony? Yes No

If yes, please give date, place of conviction and explain circumstances:

Education and Training

	School Name and Location	Dates Attended: From: To:		Did you Graduate?	Degree or Diploma	Semester Units	Major Subject
High School							
College, University or Tech School							
College, University or Tech School							

Academic honors, awards, scholarships, professional organizations, volunteer activities, certificates, publications, licenses, or any other information you consider significant and relevant to employment at Arizona Christian University:

References – List or attach a list of three professional/supervisor references **other than friends/relatives** who have knowledge of your work experience/education.

Name:	Mailing Address	Phone Number (Day)

I certify that statements made on the application, on a résumé, attachments hereto, or other supplementary materials provided by me are full and complete statements of the facts. I understand that false, misleading, or omitted information can result in refusal of employment or termination in cases where erroneous information is discovered after employment has begun. I understand that if I am offered employment and accept, this employment application form becomes part of the terms and conditions of employment.

I understand that: Employment is contingent upon enrollment as a full time student at ACU and adherence to all policies of the University as listed in the Arizona Christian University Student Life Handbook.

Applicant's Signature _____ **Date** _____

Within the context of its religious principles, heritage and mission, Arizona Christian University does not discriminate due to race, national or ethnic origin, age, gender, disability or veteran status. Arizona Christian University is an equal opportunity employer.

Please attach résumé if desired.