

THE UNIVERSITY OF SOUTH CAROLINA
COLUMBIA CAMPUS

Thomas Cooper Library



Columbia, SC 29208

**STUDENT EMPLOYMENT APPLICATION
GRADUATE STUDENT**

NAME: _____

DATE OF APPLICATION: _____

CAMPUS ADDRESS (or Columbia Address): _____

TELEPHONE NUMBER: _____

E-MAIL ADDRESS: _____

PERMANENT ADDRESS & TELEPHONE NUMBER: _____

DATE AVAILABLE TO BEGIN WORK: _____

CUMULATIVE GPA: _____ **# of A's:** _____ **# of D's and F's:** _____

AMOUNT OF HOURS ENROLLED: _____ **MAJOR:** _____

ANTICIPATED GRADUATION DATE: _____

TYPING SPEED: _____

FOREIGN LANGUAGES: _____

WHICH OF THE ABOVE LANGUAGES DO YOU READ AND SPEAK WELL? _____

AMOUNT OF LIBRARY SCIENCE COURSES: _____

UNIVERSITY SPONSORED ACTIVITY INVOLVEMENT: _____

NON-UNIVERSITY SPONSORED ACTIVITY INVOLVEMENT: _____

Availability (Circle all that apply): **Nights** **Weekends** **Holidays** **Intercessions**

Note: Please complete the back portion of this application.

Are you presently employed on or off campus? _____

If so, please list the following: Name of Business/Department: _____

Hours: _____

Please list your previous work experience: _____

Computer/Software Experience: _____

Do you have a work-study award? _____ Amount: _____

List any student assistants you know who are presently employed by the library: _____

Please list the names of three persons qualified to recommend you for employment in the University Library System. These references do not necessarily have to be people at Carolina – they may be anyone you have known who would have knowledge of your work.

<u>Name</u>	<u>Address (Home or Business)</u>	<u>City/State</u>	<u>Phone</u>

Is any member of your immediate family employed by USC? _____

Name and department of employed member: _____

If employed by the library, you will be expected to be punctual to work, courteous to patrons of the library; dependable, conscientious and expected to work the hours arranged by you and your supervisor.

Please sign to acknowledge: _____

Note: Please attach your current class schedule to this application.

*To mail completed application:
University of South Carolina
Thomas Cooper Library – Administrative Offices
1322 Greene Street
Columbia, SC 29208*

To fax completed application: 803-777-4661