



# MARIST

## Student Employment Profile

**STUDENT NAME:** \_\_\_\_\_ **CWID#:** \_\_\_\_\_  
Last First M.I.

**Circle:** FRESHMAN SOPHOMORE JUNIOR SENIOR GRADUATE

**Campus/Local Address:** \_\_\_\_\_  
Street/PO Box City State Zip

**Campus/Local Phone:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

**Major Field of Study:** \_\_\_\_\_

**Indicate times available to work:**

Monday	_____
Tuesday	_____
Wednesday	_____
Thursday	_____
Friday	_____
Saturday	_____
Sunday	_____

Are you interested in being put on a list of temporary or special projects?

- Yes
- No

Are you interested in community service employment opportunities?

- Yes
- No

Are you interested in babysitting for faculty/staff?

- Yes
- No

Check each skill below that you possess or have experience doing. If you have a skill not listed, please indicate below.

**SKILLS**

- Phones
- Filing
- Visitor Hospitality
- Tutor
- Reader
- Data Entry
- Word Processing
- Bookkeeping
- Organizational Skills
- Research
- Customer Service
- Food Service
- Media Equipment
- Technician
- Cashier
- Oral/Written Communication

**ATHLETIC ABILITIES**

- Lifeguard
- Fitness Trainer
- Officiating Experience
- Aerobics Instructors
- Team Manager

**COMPUTER KNOWLEDGE**

- Microsoft Office
- Windows 2000 Professional
- Windows 2000 Server
- Microsoft Word 97/2000/XP
- Microsoft Excel 97/2000/XP
- Microsoft PowerPoint 97/2000/XP
- Microsoft Access 97/2000/XP
- HTML

- Mainframe
- Lotus Notes
- Netscape 7.1
- Microsoft Internet Explorer 6.0
- UNIX/LINUX
- C++
- DOS version 5.0 or above
- OS/2 Land Server 4.0 or above
- Network Hardware Installation
- Network Software Installation
- Installation and Maintenance
- Ethernet
- Printer Troubleshooting

**OTHER:**

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**\*\*\*NOTE TO SUPERVISORS:** Please return this form to the Director of Student Employment if the student named above is not hired by your department.\*\*\*