

# Live. Dine. Shop.

## Drexel Business Services

### Student Employment Application Form

Drexel Business Services accepts applications for a variety of positions within its eight (8) departments. Please complete the form below and provide a copy of your resume when submitting your application.

Today's Date:

Student Name:

University ID:

Current Address:

Permanent Address:

Mobile Phone Number:

Home Phone Number:

Academic Status:

☐

Freshman

☐

Sophomore

☐

Pre-Junior

☐

Junior

☐

Senior

Major:

Co-op Cycle:

Anticipated Term & Year of Graduation:

Select the department(s) for which you would like to be considered for employment (you may select more than one):

- ☐ Business Services   ☐ DragonCard Office   ☐ Events & Conference Services   ☐ Parking Services   ☐ Printing & Mailing  
☐ Retail Management   ☐ Student Centers   ☐ University Housing

If interested in a specific position, please indicate the department title/department:

Please provide your schedule of availability based on your class or co-op schedule:

	Monday	Tuesday	Wednesday	Thursday	Friday
7:00-7:30AM					
8:00-8:30AM					
9:00-9:30AM					
10:00-10:30AM					
11:00-11:30AM					
12:00-12:30PM					
1:00-1:30PM					
2:00-2:30PM					
3:00-3:30PM					
4:00-4:30PM					
5:00-5:30PM					
6:00-6:30PM					
7:00-7:30PM					
8:00-8:30PM					

# Drexel Business Services Student Employment Application Form

Employment Status: ☐ Work Study ☐ Part-Time ☐ Freelance/As needed

Do you have work study funds available? ☐ Yes ☐ No ☐ I don't know

Are you currently employed elsewhere on campus? If so, where?

What personal skills & attributes would you bring to this position?

How did you hear about this position?

☐ Posted Flyer ☐ Current Employee: Name of Employee:

☐ Financial Aid/Human Resources ☐ Other:

Employment History:

Company:

Company:

Address:

Address:

Type of Work:

Type of Work:

Supervisor:

Supervisor:

Telephone #:

Telephone #:

Reason for Leaving:

Reason for Leaving:

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

To submit the application, please send along with your most recent resume to:

**dbb@drexel.edu**

For Internal Use Only:

Department:

Received By: \_\_\_\_\_ Date: \_\_\_\_\_

Notes: