Summer Staff – 2019 Application

Part 1: Minimum Qualifications

- Be in good academic and conduct standing, with a minimum 2.5 cumulative GPA.
- Authorize and clear a background check.
- Enroll in no more than 3-credit hours per term during each summer session, with supervisor’s approval.
- Clear a driving background check and approval before you can operate a state vehicle.
- Attend an orientation session on Thursday, April 18, 2019 at 5pm.
- Be present and available to work the entire summer beginning with training May 13-17.
- Give housing tours to prospective students and families as assigned.
- Fully participate in staff orientation, training, and on-going summer training programs.

Part 2: General Expectations

- All materials submitted for the hiring process should be word processed except for the first page of the application, which may be neatly handwritten.
- Attire for all interviews should be business-casual

Part 3: Final Checklist

Your application should include the following parts upon submission:

1. Page 2 of the Summer Staff Application neatly filled out (keep page 1 for future reference)
2. Cover Letter
3. Resume – include 2 references we may call
4. Current unofficial Transcript printed from the WSU website (do not submit a DARS report)

Part 4: Application Process & Important Dates

Page 2 of this application + accompanying documents must be dropped off by Friday, March 1 before 4:30pm in the Central Housing Office (Kryzsko Commons 235)

Keep this page for your reference!
### Personal Information

<table>
<thead>
<tr>
<th>Last Name: __________________________</th>
<th>First Name: __________________________</th>
<th>MI: _____</th>
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</thead>
<tbody>
<tr>
<td>Warrior ID: ________________________</td>
<td>Gender: ☐ Male ☐ Female</td>
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</tr>
<tr>
<td>WSU Address (Hall/Room # or off-campus address): ________________________________</td>
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<tr>
<td>Contact Phone: (______) _______ - ________</td>
<td>Email: ____________________________ @winona.edu</td>
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<tr>
<td>Present Class Standing: ☐ Freshman ☐ Sophomore ☐ Junior ☐ Senior</td>
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<tr>
<td>Major: _______________________________</td>
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<tr>
<td>Will you be taking classes this summer? ☐ YES (how many credits and which session(s)?) ☐ NO</td>
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<td>Have you previously worked for WSU? ☐ YES (please explain) ☐ NO</td>
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<tr>
<td>Do you have a valid driver’s license? ☐ YES ☐ NO</td>
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</table>

Which summer position(s) are you interested in? *(Check all that apply)*

☐ Summer Assistant ☐ GRSF RA

I certify that all of the information contained within this application is accurate and true to the best of my knowledge:

Signature: ___________________________ Date: ____________________