

Mary Baldwin College Work Study Application for Employment

Personal		
Name-Last, First, Middle Initial		MBC ID #
Personal Email Address		Home Phone
Check applicable blanks: [] New Freshman/Transfer [] VWIL [] PEG		Cell Phone
Do you have a valid driver's license? [] Yes [] No		Are you interested in working:
Will you have a car on campus? [] Yes [] No		[] Days [] Nights [] Weekends
Planned Major	Minor	Career Field

Work Study Interests
<p>Please review the MBC Work Study web site at www.mbc.edu/workstudy for a list of available positions. Indicate the campus jobs that interest you in order of preference.</p> <p>1. _____ 2. _____</p> <p>3. _____ 4. _____</p>

Previous Work Experience	
Company Name and Job Title	Responsibilities

Additional Skills
<p>Office Skills (check all that apply): <input type="checkbox"/> Phone Skills <input type="checkbox"/> Filing <input type="checkbox"/> Typing <input type="checkbox"/> Data Entry <input type="checkbox"/> MS Word <input type="checkbox"/> PowerPoint <input type="checkbox"/> Excel <input type="checkbox"/> Customer Service</p>
List any other office skills and/or equipment with which you have expertise:
List any machinery or equipment you operate relevant to the position sought:
List any foreign languages you speak and rate your proficiency (1=low, 10=high):
List any additional skills you feel are relevant to the position sought: