

Availability to Work

Name:

Student ID:

Date available to start:

Anticipated end date:

Do you have a car? Yes No

Primary reasons for working:

- 1.
- 2.

What is the minimum amount that you need to earn each month? \$

Have you had to balance school and work before? Yes No

If yes, how many hours per week were you working? _____ hours/week

Cumulative GPA (if incoming freshman, list high school GPA)

Availability

Example of Availability

Please provide your availability to work as shown in this example.

Delete this box before printing.

Monday 1:00PM to 11:00PM

Tuesday 9:00AM to 10:00AM; 1:00PM to 11:00PM

Wednesday 1:00PM to 11:00PM

Thursday Not available

Friday all day

Saturday all day

Sunday 1:00PM to 5:00PM

Only list the blocks of time that you are not in class or do not have other commitments, such as Chapel, D-group, sports, choir, etc.

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

Sunday

Also, list below any other commitments that may interfere with your availability, such as athletics, choir performances, debate, clubs, volunteer work, etc.

List any school breaks that you will not be available to work, including Thanksgiving, Christmas, spring break, summer, etc.

Once form is complete, save the form and email along with your resume to ems@ccu.edu. In the email subject line, put the date that you would like to start working.

Thank you!