



COMMUNITY ASSISTANT APPLICATION
Summer 2008 - Spring 2009

Submit your application to:
The University of Akron
Department of Residence Life and Housing
Ritchie Hall 103
Akron, OH 44325-1401

Phone: (330) 972-7800
Fax: (33) 972-5662
Email: reslife@uakron.edu
WEB ADDRESS: www.uakron.edu/reslife

**PLEASE ANSWER ALL QUESTIONS RESPONDING
IN LEGIBLE PRINT LETTERING**

SID#:	_____	DATE:	_____
	Student Identification Number		mm/dd/yyyy
NAME:	_____	_____	_____
	Last	First	Middle or Initial
ADDRESS:	_____	_____	_____
Permanent	Number Street	City	State Zip
ADDRESS:	_____	_____	_____
Campus	Number Street	City	State Zip
TELEPHONE:	_____	_____	_____
	Home	Work	Cell
E-MAIL ADDRESS:	_____	_____	
	UAnet ID and E-Mail	Personal Email (Optional)	

PLEASE READ:

I acknowledge that I am eighteen years of age or older and am eligible to work and live in a University of Akron residence hall. I understand that my employment as a Community Assistant is contingent upon a successful criminal background check as set forth by university established criteria that will be completed prior to the start of the upcoming academic school year.

PLEASE READ:

I hereby certify that the information set forth in this application and during my selection interviews is true and accurate to the best of my knowledge. I realize that past and present employment records, references, medical and law enforcement records, criminal backgrounds and/or other information stated by me are subject to inquiry. I hereby authorize The University of Akron to investigate any of this information. I agree to comply with all the University rules, regulations and policies. The acceptance of this application by The University of Akron does not constitute a guarantee of employment.

Yes **No** **I agree to be bound by the terms and conditions stated above.**

Sign

Date

By filling out this portion of the application you will be eligible for consideration for any available Community Assistant positions starting Summer Session I 2008 - Spring 2009. Please do not fill out multiple applications. Your application will be valid until May 1, 2009; if you do not interview and/or are not selected as a Community Assistant by May 1, 2009 you will be required to re-submit an application.

If you have questions please do not hesitate to contact any of the Residence Life Coordinators, Desk Managers or the Department of Residence Life and Housing at 330-972-7800.

This application must be typed (except for required signatures), non typed applications will not be accepted. Electronic copies of this form can be found at: www.uakron.edu/reslife under Employment and Leadership Opportunities.

Please be sure to complete all three pages of the application. Pages one and three require signatures.

Personal Information:

First Name:	MI:	Last Name:	
UA ID Number(the number on the BACK of your UA ID card):			
UAnet ID (Your UA email address):			
The primary means of contacting candidates will be via email... Will you have access to email during the summer (May 2008 through August 2008)? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If no, please list your summer mailing address:			
Address:	City:	State:	Zip:
**Number you can be reached at regardless of time of year (e.g. cell phone):			
Will you be living on campus for the Fall 2008 – Spring 2009 academic year: <input type="checkbox"/> Yes <input type="checkbox"/> No			
Have you ever worked as a Community Assistant in the past? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please list dates and locations and reason for leaving the position:			
How many hours are you interested in per week: (Note: students can work no more than 30 hours per week, however, 10 – 16 hours is expected for this position)			
Are you willing and available to work weekends? <input type="checkbox"/> Yes <input type="checkbox"/> No (weekends include Friday night at 5:00 PM through Sunday night at midnight)			
Are you willing and available to work graveyard shifts? <input type="checkbox"/> Yes <input type="checkbox"/> No (graveyard shifts are 12:00 AM – 8:00 AM, Sunday through Thursday and 8:00 PM – 6:00 AM Friday)			

through Saturday)

Please answer the following questions (attach an additional sheet if necessary):

Why are you interested in the Community Assistant position? What do you hope to gain from this role?

How would a colleague or a co-worker describe your work style?

Describe a time when you have had to confront someone. Did his or her behavior change as a result of the confrontation?

What does customer service mean to you? Why?

References: Please make sure that names listed below are professional references. You may use a formal employer, co-worker, professor/teacher, etc. Family members or significant others are not acceptable.

Reference #1:

Name:	Phone:	Place of Employment:
Title:	Relationship to Candidate:	

Reference #2:

Name:	Phone:	Place of Employment:
Title:	Relationship to Candidate:	

Fill out this section if interested in Summer 2008 employment:

Will you be living on campus during Summer 2008? Yes No

If yes, what building will you be living in?

If no, what is your local "Akron" address:

City, State, Zip:	Local Phone Number:
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By signing this application, you acknowledge that you are eighteen years of age or older and/or are eligible to work at The University of Akron.

(This form may not be returned electronically. It must be signed below and returned in person or via fax – 330-972-5662)

Signature _____

Date _____