# The University Writing Center

Connecting Writers with readers

## Employment Application

UNCG

## Please include a recent sample of academic writing with your application.

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| Applicant Information | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Full Name: | | |  | | | | | | | | | | |  | | | | | | | | | | | | | |  | | | | Date: | | | |  | |
| Last | | | | | | | | | | | | | | First | | | | | | | | | | | | | | M.I. | | | | | | | | | |
| Address: | | |  | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | |
| Street Address | | | | | | | | | | | | | | | | | | | | | | | | | | | | Apartment/Unit # | | | | | | | | | |
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| City | | | | | | | | | | | | | | | | | | | | | | | | | | | | State | | | | | | | ZIP Code | | |
| Phone: | (     ) | | | | | | | | | | | | | | | | E-mail Address: | | | | | | |  | | | | | | | | | | | | | |
| Date Available: | | | | |  | | | | | | Student ID No.: | | | | | |  | | | | | | | | | | GPA: | | | | | | |  | | | |
| Anticipated Graduation Date:       Major/Minors: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Education | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| High School: | | | |  | | | | | | | | | | | Address: | | | | |  | | | | | | | | | | | | | | | | | |
| From: |  | | | | | | To: | |  | | | Did you graduate? | | | | | | | | YES | | NO | | | | Degree: | | | | |  | | | | | | |
| College: | | |  | | | | | | | | | | | | Address: | | | | |  | | | | | | | | | | | | | | | | | |
| From: |  | | | | | | To: | |  | | | Did you graduate? | | | | | | | | YES | | NO | | | | Degree: | | | | |  | | | | | | |
| Other: |  | | | | | | | | | | | | | | Address: | | | | |  | | | | | | | | | | | | | | | | | |
| From: |  | | | | | | To: | |  | | | Did you graduate? | | | | | | | | YES | | NO | | | | Degree: | | | | |  | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| References | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Please list two UNCG Instructors with whom you have had classes or worked closely. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Full Name: | | |  | | | | | | | | | | | | | | | | Relationship: | | | | |  | | | | | | | | | | | | | |
| Course: | | |  | | | | | | | | | | | | | | | | | | | | | | | Phone: | | | | (     ) | | | | | | | |
| Email: | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Full Name: | | |  | | | | | | | | | | | | | | | | Relationship: | | | | |  | | | | | | | | | | | | | |
| Course: | | |  | | | | | | | | | | | | | | | | | | | | | | Phone: | | | | | | (     ) | | | | | | |
| Email: | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Previous Employment | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Company: | | |  | | | | | | | | | | | | | | | | | | | | Phone: | | | | | | | | (     ) | | | | | | |
| Address: | | |  | | | | | | | | | | | | | | | | | | | | Supervisor: | | | | | | |  | | | | | | | |
| Job Title: | | |  | | | | | | | | | | Starting Salary: | | | | | | | | $ | | | | | | | | Ending Salary: | | | | | | | | $ |
| Responsibilities: | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| From: |  | | | | | | | To: | |  | | | | | | Reason for Leaving: | | | | |  | | | | | | | | | | | | | | | | |
| May we contact your previous supervisor for a reference? | | | | | | | | | | | | | | | | | | YES | | | | NO | | | | |  | | | | | | | | | | |
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| Company: | | |  | | | | | | | | | | | | | | | | | | | | Phone: | | | | | | | | (     ) | | | | | | |
| Address: | | |  | | | | | | | | | | | | | | | | | | | | Supervisor: | | | | | | |  | | | | | | | |
| Job Title: | | |  | | | | | | | | | | Starting Salary: | | | | | | | | $ | | | | | | | | Ending Salary: | | | | | | | | $ |
| Responsibilities: | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| From: |  | | | | | | | To: | |  | | | | | | Reason for Leaving: | | | | |  | | | | | | | | | | | | | | | | |
| May we contact your previous supervisor for a reference? | | | | | | | | | | | | | | | | | | YES | | | | NO | | | | |  | | | | | | | | | | |
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| Company: | | |  | | | | | | | | | | | | | | | | | | | | Phone: | | | | | | | | (     ) | | | | | | |
| Address: | | |  | | | | | | | | | | | | | | | | | | | | Supervisor: | | | | | | |  | | | | | | | |
| Job Title: | | |  | | | | | | | | | | Starting Salary: | | | | | | | | $ | | | | | | | | Ending Salary: | | | | | | | | $ |
| Responsibilities: | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| From: |  | | | | | | | To: | |  | | | | | | Reason for Leaving: | | | | |  | | | | | | | | | | | | | | | | |
| May we contact your previous supervisor for a reference? | | | | | | | | | | | | | | | | | | YES | | | | NO | | | | |  | | | | | | | | | | |
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| Questionnaire | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Please briefly answer the following questions: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1. Why are you interested in working in the Writing Center?  2. Why do people visit the writing center?  3. Describe any experiences that will help you in Writing Center Work: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Disclaimer and Signature | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| I certify that my answers are true and complete to the best of my knowledge.  If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Signature: | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | Date: | | |  | | | | |