

# ALABAMA DEPARTMENT OF ARCHIVES & HISTORY

## Student Employment Application (August 2016)

APPLICANT INFORMATION					
Last Name		First		M.I.	Date
Street Address				Apartment/Unit #	
City		State		ZIP	
Phone		E-mail Address			
Date Available		Social Security No.		Date of Birth	
Position Applied for					
Are you a citizen of the United States?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.? YES <input type="checkbox"/> NO <input type="checkbox"/>	
Have you ever worked for this agency?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, when?	
Have you ever been convicted of a felony?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain	
EDUCATION					
Current College/University			Major/Minor:		
Are you currently enrolled?		YES	NO		
Classification:	Freshman	Sophomore	Junior	Senior	Masters      Doctoral
Professor contact name:		Professor email:		Phone:	
Previous College/University			Address		
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree/Major
High School Name/Location:			Graduation Date:		
REFERENCES					
<i>Please list three professional references that are not related to you:</i>					
1. Full Name			Relationship		
Company			Phone		
Address					
2. Full Name			Relationship		
Company			Phone		
Address					
3. Full Name			Relationship		
Company			Phone		
Address					

<b>PREVIOUS EMPLOYMENT</b>			
1. 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 <input type="checkbox"/> NO <input type="checkbox"/>			
2. 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 <input type="checkbox"/> NO <input type="checkbox"/>			
3. 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 <input type="checkbox"/> NO <input type="checkbox"/>			
<b>PLEASE LIST ANY SPECIAL TRAINING/TALENTS/ATTRIBUTES/EXPERIENCES THAT YOU HAVE:</b>			
Archival or museum classes or training:			
Relevant hands-on experience:			
Other interests or talents:			
<b>DISCLAIMER AND SIGNATURE</b>			
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	

Please complete form and email to the person specified in the job announcement or mail to ADAH, PO Box 300100, Montgomery, AL 36130-0100.