

ASMSA Work Service Job Application

Students: Return the COMPLETED form to your Residential Mentor. (The due date to turn in your work service applications will be announced by email and at floor meetings each nine weeks.)

CAUTION: Please do not leave this form with your supervisor assuming they will sign it. Stay with your supervisor until the form is signed and then return it to your Residential Mentor by the due date at your floor meeting!!! Any forms turned in incomplete or without valid signatures will be tossed out. Students who are not timely in turning in their job applications **may be subject to disciplinary action.**

Student Name (Last, First): _____

I am applying for the following job:

Job Title : _____ (cafeteria worker, maintenance asst., teacher aide, student library aide, etc.)

Classification: Junior Senior

Location of Work Service: _____ Supervisor: _____

My RM is: _____ My room number is: _____

Student Signature: _____ **Date:** _____

The section below must be completed by the supervisor!

I accept this student for work service in the position indicated above.

I understand and agree to fulfill all responsibilities as this students' supervisor in the ASMSA work service program and I will report my students' work service performance to the Residential Life Coordinator, Michelle Marshall.

Signature: _____ Date: _____ Office Phone: _____

The student and I have agreed that he/she will work the following days and hours:

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|--------|---------|-----------|----------|--------|----------|
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