

General Information:

Name:	HCCC ID CARD #:
Campus Address:	
Campus/Cell Phone #:	
Contact Information:	
Home Address:	_
Home Phone:	_Work Phone:
Email Address:	
<u>Academic Information:</u> (Fill in Where	
Major:	Check One: Freshman Sophomore
Overall GPA:	Expected Graduation Date:
School Email Address:	partmental & college related information)
Circle (Y)es or (N)o:	
Have you ever been convicted of a felony or If yes, list date, charge, location, cou	rt, and action taken:
Have you ever been found responsible for vi If yes, please explain:	iolating the Student Code? i.e. Citation Y N
Have you ever been academically dismissed academic institutions? Y N If yes, please explain:	



All applicants must submit a *cover letter* attached to this form to the Residence Life/Housing Office located at Campus Meadows. In addition, *two letters of recommendation* are required.

Previous Employment Information:

Date F	osition/Title	Supervisor/Employer	Job Description
<u>References:</u>			
(Name)		(Position)	(Contact #)
(Name)		(Position)	(Contact #)
<u>Residential Qu</u> Although we res		ce you where we can best use	your talents
-	• •	st choice) your assignment pre-	

Reservoir Run
Campus Meadows
College Hill

I have read the job description and am aware of the expectations and college rules/regulations and will abide by them as detailed if I am offered and accept this staff position. I certify that all of the information disclosed on this application is true and accurate to the best of my knowledge. I understand that any misrepresentation of facts may result in non-appointment or dismissal, including a **minimum GPA of 2.0 and good financial and judicial standing**. I understand that employment at the Herkimer County Community College is conditional upon review of my criminal conviction records. I authorize the Housing Corporation to request and obtain, through the New York State Police, and investigate and report to determine the accuracy of my above answers about prior criminal conviction. Employment agreements are issued on a yearly basis and appointing officials are not obliged to extend employment for additional time based on a performance review.

Applicant Signature:_____

Date:____

100 Reservoir Road Herkimer, New York 13350 315.867.2222 315.867.2224 *fax* herkimer.edu/housing



Personal (Description, Extracurricular, Involvement)

Please answer the following questions to the best of your ability. Please include dates, position titles, and/or job descriptions where applicable. You may use the reverse side of this page or attach a separate sheet if more room is required.

Please print or type

1. Please list any previous extracurricular activities, including leadership roles/experience, volunteer work, sports, or activities that would show ability to perform well as a resident assistant.

2. Please list and explain 5 adjectives that best describe you.

3. Please list and describe in detail what you feel are your strengths and weaknesses.