

STUDENT EMPLOYEE APPLICATION

MAVCARE AMBASSADOR

|  |  |  |
| --- | --- | --- |
| DATE: | Enter a date. |  |
| STUDENT NAME: | Enter Name. |  |
| CWID: | Enter CWID. |  |

*Don’t know your CWID (Campus Wide ID)? – find it at* [*www.mercy.edu/lookup*](http://www.mercy.edu/lookup)

CONTACT INFORMATION:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Mailing Address: | Enter Address. | Phone: | Enter primary number. | |
| Address line 2: | Enter Address. | Mercy E-mail: | Myname1 | @mercy.edu |
| City, State Zip: | City, State Zip. | Personal E-mail: | Enter personal email address. | |

EDUCATION:

|  |  |  |  |
| --- | --- | --- | --- |
| I am enrolled in the SCHOOL of | Choose a school. | Class YEAR | Choose a class year. |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| MAJOR: | Enter Major here. | Expected Year of Graduation | year | Cumulative GPA | GPA |

Availability: \*Please note, this position will take place in-person at the campus convenient for you.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| I am: | Choose an item. | My primary Campus is: |  | Dobbs Ferry |  | Manhattan |  |
| Bronx |  |  |  |

Check ALL that apply.

MY AVAILABLE HOURS ARE: \*Note: For each day, add a ‘X’ in the column to the left of the shifts you are available for.

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Monday |  | Tuesday |  | Wednesday |  | Thursday |  | Friday |  | Saturday |
|  | 8:30am – 12:30pm |  | 8:30am – 12:30pm |  | 8:30am – 12:30pm |  | 8:30am – 12:30pm |  | 8:30am – 12:30pm |  | 9:00am – 2:00pm (DF Only) |
|  | 12:00pm – 3:00pm |  | 12:00pm – 3:00pm |  | 12:00pm – 3:00pm |  | 12:00pm – 3:00pm |  |  |  |  |
|  | 3:00pm – 7:00pm |  | 3:00pm – 7:00pm |  | 3:00pm – 7:00pm |  | 3:00pm – 7:00pm |  |  |  |  |

SKILLS: Please rate yourself on the following skills. 1 = Novice 2 = Proficient 3 = Expert

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| SKILL | *Rating* | SKILL | *Rating* | SKILL | *Rating* |
| Interpersonal Skills |  | Organizational Skills |  | Data Entry |  |
| Customer Service |  | Work Independently |  | Microsoft Office |  |
| Detail-Oriented |  | Computer Literacy |  |

**Please Note:** All information must be typed into this form and uploaded back into Handshake at [www.mercy.joinhandshake.com](http://www.mercy.joinhandshake.com) *(do not print and fax or submit as an email attachment).* Please submit this form as “Other Document” in Handshake.

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