BOSTON UNIVERSITY

Office of Conference Services

Summer Conference Housing Program Employment Application

Please Select The Position (s) To Which You Are Applying

☐ Residence Hall Coordinator ☐ Lead Room Attendant ☐ Operations Assistant

☐ Front Desk Attendant ☐ Room Attendant

Applicant Information

Full Name: _____ BU ID No: _____

Local Address: _____ Home Address: _____

_____ _____

Local Phone: ( ) _____ Home Phone: ( ) _____

E-mail: _____ Social Security No: _____

Are you a citizen of the United States? YES ☐ NO ☐ If no, are you authorized to work in the U.S.? YES ☐ NO ☐

School: _____ Major: _____ Year: _____ GPA: _____

Previous Employment

If you would prefer, you may submit a resume. Past employers may be called in addition to other references.

Company: _____ Phone: ( ) _____

Address: _____ Supervisor: _____

Job Title: _____ From: _____ To: _____

Company: _____ Phone: ( ) _____

Address: _____ Supervisor: _____

Job Title: _____ From: _____ To: _____

Company: _____ Phone: ( ) _____

Address: _____ Supervisor: _____

Job Title: _____ From: _____ To: _____

Additional Information

List campus activities and/or volunteer work: _____

_____

Have you ever worked for Boston University? YES ☐ NO ☐ If so, when? _____

Have you ever worked for Conference Services? YES ☐ NO ☐ If so, when? _____

Have you received a summer work-study award? YES ☐ NO ☐

How did you hear about our summer positions? _____

Are your ***two*** references attached? YES ☐ NO ☐ *Reference letters can be submitted under separate cover, but application will not be considered until all material is received.*

PLEASE INDICATE ON THE BACK OF THIS FORM OR ON A SEPARATE SHEET WHY YOU ARE APPLYING FOR A SUMMER POSITION WITH CONFERENCE SERVICES.

Disclaimer and Signature

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: _____

Boston University prohibits discrimination based on race, color, religion, sex, age, national origin, physical handicap, sexual orientation, marital, parental, or veteran status.