

References

Name & Occupation

Address

Telephone

Please indicate past work clerical/office experience:

<u>Dates</u>		<u>Place</u>	<u>Responsibilities</u>	<u>Final Salary</u>
<u>From</u>	<u>To</u>			
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Are you accustomed to dealing with the general public? If yes, please explain:

Please list your reasons for wanting to work in the Early Childhood Education Center office:

What are your future goals, plans, etc.?

Any additional information which may be of interest to our office?

THE UNIVERSITY OF MICHIGAN-DEARBORN
SCHOOL OF EDUCATION
EARLY CHILDHOOD EDUCATION CENTER

OFFICE STAFF AVAILABILITY FORM

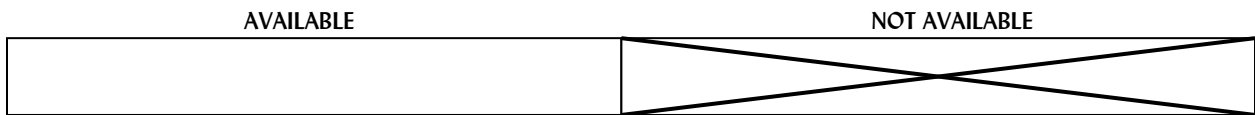
Name: _____

Home Phone #: _____ 2nd Phone #: _____

Address: _____
(Number & Street) (City) (State) (Zip)

Current Semester: _____

PLEASE USE KEY AS INDICATED BELOW:



	Monday	Tuesday	Wednesday	Thursday	Friday
8:00					
9:00					
10:00					
11:00					
12:00					
1:00					
2:00					
3:00					
4:00					
5:00					

I AM ABLE TO WORK _____ HRS. PER WEEK.