

**UC LAW SF LIBRARY – APPLICATION FOR EMPLOYMENT – 2023**

Date: \_\_\_\_\_ Class Level? 2L 3L LLM/MSL

Name: \_\_\_\_\_ Class of ? \_\_\_\_\_  
Last First Middle Initial

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_  
Number and Street  
\_\_\_\_\_  
City, State, Zip

Preferred number of hours you want to work per week: \_\_\_\_\_

Work Study eligible? Yes \_\_\_\_\_ No \_\_\_\_\_ Amount of grant: \$ \_\_\_\_\_

Library-related experience: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Do you have any friends working for the Law Library? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, state name(s): \_\_\_\_\_

Employment History: \_\_\_\_\_  
Job title, employer, dates of employment

Two work-related references with contact info:

\_\_\_\_\_  
\_\_\_\_\_

Please complete page two

<u>Library Use Only</u>	
Application received _____	Requested interview _____
Interviewed _____	Sent to Financial Aid for Work Study _____
Check references _____	
Hired _____	Sent to Human Resource for Work Authorization _____
Paperwork completed _____	Schedule initial training _____ Train _____

## AVAILABLE HOURS

Please mark on the grid the times you are available to work.

	MON	TUES	WED	THURS	FRI	SAT	SUN
8-9am							
9-10am							
10-11am							
11-12							
12-1pm							
1-2pm							
2-3pm							
3-4pm							
4-5pm							
5-6pm							
6-7pm							
7-8pm							
8-9pm							
9-10pm							

Commitments/anticipated absences during the semester:

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Email your completed form to [circulation@uchastings.edu](mailto:circulation@uchastings.edu).