



# Mountaineer Temps Application

**P. O. Box 6640, One Waterfront Place  
Morgantown, WV 26506  
(304) 293-5700 Extension 1**

**West Virginia University is an equal opportunity/affirmative action employer and does not discriminate on the basis of race, sex, age, disability, veteran status, religion, sexual orientation, color or national origin.**

Last Name	First Name	Middle
Address	City	State      Zip Code
Telephone #:	Alternate Telephone #:	E-Mail Address:

Are you 18 years of age or older? <input type="checkbox"/> Yes <input type="checkbox"/> No	Will you be legally authorized to work in the U. S. specifically for WVU Mountaineer Temps Program, at the time of employment? <input type="checkbox"/> Yes <input type="checkbox"/> No
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Have you previously been employed at WVU?    Yes    No    Department: \_\_\_\_\_

Position Title: \_\_\_\_\_      Supervisor: \_\_\_\_\_      From: \_\_\_\_\_      To: \_\_\_\_\_

**EMPLOYMENT HISTORY**

**This section must be completed. Statements such as “see resume” do not substitute for completing any portion of the application.**

**List your current or most recent employment FIRST. May we contact your current employer?**    Yes    No

**A.** Employer: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone #: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Job Title: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Duties and Responsibilities: \_\_\_\_\_

Reason For Leaving: \_\_\_\_\_

**B.** Employer: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone #: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Job Title: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Duties and Responsibilities: \_\_\_\_\_

Reason For Leaving: \_\_\_\_\_

**C.** Employer: \_\_\_\_\_ Supervisor: \_\_\_\_\_  
 Address: \_\_\_\_\_ Telephone #: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Job Title: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_  
 Duties and Responsibilities: \_\_\_\_\_  
 \_\_\_\_\_  
 Reason For Leaving: \_\_\_\_\_

**D.** Employer: \_\_\_\_\_ Supervisor: \_\_\_\_\_  
 Address: \_\_\_\_\_ Telephone #: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Job Title: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_  
 Duties and Responsibilities: \_\_\_\_\_  
 \_\_\_\_\_  
 Reason For Leaving: \_\_\_\_\_

**E.** Employer: \_\_\_\_\_ Supervisor: \_\_\_\_\_  
 Address: \_\_\_\_\_ Telephone #: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Job Title: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_  
 Duties and Responsibilities: \_\_\_\_\_  
 \_\_\_\_\_  
 Reason For Leaving: \_\_\_\_\_

**MILITARY RECORD**

Military Service  Yes  No If so, branch: \_\_\_\_\_  
 Dates From: \_\_\_\_\_ To: \_\_\_\_\_ Duties: \_\_\_\_\_  
 \_\_\_\_\_  
 Reason For Leaving: \_\_\_\_\_

**EDUCATION/TRAINING**

**Circle the number that indicates the number of years of education you have completed.**

1 2 3 4 5 6 7 8 9 10 11 12  Check if applicable 1 2 3 4 13 14 15 16 17 18 19 20 21  
 Grade School / High School GED Vocational Training College Graduate School



## CONVICTIONS OR PLEAS

### PLEASE NOTE:

The question in this application regarding any convictions or pleas (of guilty or no contest) pertains to **ANY** felony or **ANY** misdemeanor convictions. You should list **ALL** offenses including, but not limited to, driving under the influence (DUI), reckless driving while license is revoked or suspended, worthless checks, sex related offenses and shoplifting.

If you are in doubt, we suggest you list it on the application. Having a conviction will not necessarily bar you from employment.

I have read and understand the above information in regard to identifying convictions and/or pleas in the completion of my application for temporary employment with WVU Mountaineer Temps.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Have you ever been convicted or pled guilty or no contest to a crime (including DUI) other than a routine traffic violation?

Yes     No    (A conviction will not necessarily prevent you from being employed).

If yes, please explain: (Include type of offense, date(s) of conviction(s), where convicted – city/state).

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

## TERMINATIONS/DISCHARGES/FORCED RESIGNATIONS

Have you ever been discharged or forced to resign from any job (including the military)? Include situations where you resigned to avoid being discharged.

Yes     No    If yes, please explain: \_\_\_\_\_

\_\_\_\_\_

# WVU Mountaineer Temps

## Applicant Self-Identification Form

West Virginia University would appreciate your assistance in completing the information requested on this form. This information will be used to assess the effectiveness of WVU's Affirmative Action Plan and in meeting compliance obligations under state and federal law. Completion of this form is voluntary and will not be used in the evaluation of applications.

### Please Print

Last Name	First Name	Middle
[ ] Male [ ] Female		

### Race/Ethnic Identification

<p>[ ] White (All persons having origins in any of the original peoples of Europe, North Africa, and the Middle East).</p> <p>[ ] Black (All persons having origins in any of the black racial groups).</p> <p>[ ] Hispanic (All persons of Mexican, Puerto Rican, Cuban, Central, or South American, or Spanish culture or origin, regardless of race).</p> <p>[ ] Asian or Pacific Islander (All persons having origin in any of the original peoples of the far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This includes, for example, China, Japan, Korea, the Philippine Islands, and Samoa).</p> <p>[ ] American Indian or Alaskan Native (All persons having origin in any of the original peoples of North America, and who maintain cultural identification through tribal affiliation or community recognition).</p>
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### WHERE DID YOU HEAR ABOUT WVU MOUNTAINEER TEMPS?

- [ ] WVU JOBS Bulletin
- [ ] Newspaper advertisement
- [ ] Internet
- [ ] Referred by an employment agency or placement office? Name: \_\_\_\_\_
- [ ] Referred by a training center (high school, technical trade, college, etc.) Name: \_\_\_\_\_
- [ ] Encouraged by a friend or relative
- [ ] Encouraged by a former WVU employee
- [ ] Encouraged by a current or former Mountaineer Temp? Name: \_\_\_\_\_
- [ ] Called or visited Human Resources Department
- [ ] Flyer
- [ ] Brochure
- [ ] Poster
- [ ] Other, explain: \_\_\_\_\_