

This is an application for the position of Lab Operator in the College of Applied Human Sciences Computer Labs. A Lab Operator’s primary responsibilities are helping students with software applications and monitoring computer equipment.

To apply, please provide the following information. Type or print clearly.

Name: _____ Date: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: _____ Email Address: _____

Major: _____ Expected Graduation Date: _____

Do you have workstudy or Merit Work Study financial aid? _____

Please honestly rate your knowledge of the following applications. Rate each item with a number from 0 to 10 (where 0 = no experience and 10 = very experienced). Low numbers are okay.

Windows Vista: _____ MS Word: _____ MS Excel: _____ MS Access: _____

MS PowerPoint: _____ MS Publisher: _____ AutoCAD: _____ SPSS: _____

Using the job description given at the top of this application, suggest what you think are the most important qualities for a Lab Operator to possess.

Please describe your general knowledge and experience with computers.

Please describe any other qualities and skills you have that make you a good candidate for this position.

Colorado State University conducts background checks on all final candidates.

Please complete the attached work availability form and submit your application to the College of Applied Human Sciences front desk, 217 Gibbons. For more information on the position or the hiring process, contact Eric Tisdale at 970.491.3393 or etisdale@cahs.colostate.edu

Please provide the following information:

Name: _____

Semester Completed For: _____

Date Completed: _____

Number of Weekly Hours Desired: _____

Instructions:

- Enter a "C" for time periods in which you will be in class.
- Enter an "X" if you are unavailable during that time period.
- Enter a "W" for time periods that you are available to work.

IMPORTANT: The more available hours you give, the more likely it is that you will get the amount of hours you want. **Use Xs sparingly.**

DO NOT LEAVE ANY BOX BLANK.

Complete the time chart with your classes, available work hours, and hours not available for work. Remember to fill in every box.

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
7:30a – 8:30a							
8:30a – 9:30a							
9:30a – 10:30a							
10:30a – 11:30a							
11:30a – 12:30p							
12:30p – 1:30p							
1:30p – 2:30p							
2:30p – 3:30p							
3:30p – 4:30p							
4:30p – 5:30p							
5:30p – 6:30p							
6:30p – 7:30p							
7:30p – 8:30p							
8:30p – 9:30p							
9:30p – 10:30p							
10:30p – 11:30p							
11:30p – 12:30a							

Please list any comments or potential changes below.