

Student Employment Application

Housing and Dining Services

SEND IN BY MAIL: Cal Dining – ATTN: Alex Gomez –
 2610 Channing Way – MC#2272 - Berkeley CA 94720-2272
 FAX TO: 510/643-6990
 APPLY ON-LINE: <http://caldining.berkeley.edu/jobs>
 (Download PDF + e-mail to dinejobs@berkeley.edu)

PERSONAL DATA – *please type or print*

Name		SID #	Work Study? yes <input type="checkbox"/> no <input type="checkbox"/>	
Campus Address			Campus Phone #	
Home Address			Home Phone #	
Position applied for			E-mail	
Do you have a valid driver's license? yes <input type="checkbox"/> no <input type="checkbox"/>				
Are you currently employed by Cal? yes <input type="checkbox"/> no <input type="checkbox"/>		If yes, how many hours per week?	Department	Position
Have you ever been employed by Housing and Dining Services? yes <input type="checkbox"/> no <input type="checkbox"/>				
Position	Unit		Dates	
Do you have any relatives employed by Housing and Dining Services? yes <input type="checkbox"/> no <input type="checkbox"/>		Name	Relationship	
Can you work weekends? yes <input type="checkbox"/> no <input type="checkbox"/>		Can you work 40 hours per week during summer and breaks? yes <input type="checkbox"/> no <input type="checkbox"/>		
Have you ever been convicted of a felony/misdemeanor? yes <input type="checkbox"/> no <input type="checkbox"/>		Dates:		

Summarize your qualifications, background, and any special skills:

Nondiscrimination and Affirmative Action Policy Statement for University of California Publications Regarding Employment Practices

The University of California prohibits discrimination against or harassment of any person employed by or seeking employment with the University on the basis of race, color, national origin, religion, sex, physical or mental disability, medical condition (cancer-related or genetic characteristics), ancestry, marital status, age, sexual orientation, citizenship, or status as a covered veteran (special disabled veteran, Vietnam-era veteran, or any other veterans who served on active duty during a war or in a campaign or expedition for which a campaign badge has been authorized). The University of California is an affirmative action/equal opportunity employer. The University undertakes affirmative action to assure equal employment opportunity for minorities and women, for persons with disabilities, and for special disabled veterans, Vietnam-era veterans and any other veterans who served on active duty during a war or in a campaign or expedition for which a campaign badge has been authorized. University policy is intended to be consistent with the provisions of applicable state and federal law.

Inquiries regarding the University's equal employment opportunity policies for staff and management may be directed to Edith Ng, Director of Staff Affirmative Action and Diversity Programs, 641 University Hall, (510) 642-5002. Inquiries regarding policies concerning disability related equal opportunity may be directed to Ward Newmeyer, ADA/504 Compliance Officer, (510) 643-5116 (voice or TDD). Inquiries regarding policies concerning sexual harassment and equal opportunity on the basis of sex may be directed to Carmen McKines, Title IX Compliance Officer, (510) 6437985. Inquiries regarding age discrimination may be directed to Alan T. Kolling, Age Discrimination Act Coordinator, (510) 642-6392. Inquiries regarding the University's equal opportunity policies for academic employment may be directed to the Academic Compliance Office, 200 California Hall, # 1500, (510) 642-2795.

EMPLOYMENT RECORD – List current or most recent first. Include any volunteer work.

Dates/Salary Information		Employer	Your Job Title and Duties
FROM Mo. Yr.	TO Mo. Yr.	Firm Name and Address	
Hours/week	Salary		
Name of Your Supervisor			
Supervisor's Phone Number		Reason for Leaving	

Dates/Salary Information		Employer	Your Job Title and Duties
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Hours/week	Salary		
Name of Your Supervisor			
Supervisor's Phone Number		Reason for Leaving	

REFERENCES—List two references who we may contact:

Name	Type of reference:	Title/Relationship	Phone #
	<input type="checkbox"/> Personal <input type="checkbox"/> Employer		
Name	Type of reference:	Title/Relationship	Phone #
	<input type="checkbox"/> Personal <input type="checkbox"/> Employer		

The position you are applying for may be subject to a background check. If a background check is required, you will be asked to sign a release before any checks are conducted.

I understand that employment may be subject to appropriate medical clearance. I understand that upon hire I must furnish proof of identity and employment eligibility in accordance with federal law and the regulations of the Immigration and Naturalization Service. I further understand that the Berkeley Campus may make any necessary investigations into my personal history as it relates to my employment, through any investigative means of the Campus' choice. All of the foregoing information I have supplied in this application is a full and complete statement of the facts, and I understand that if any falsification is discovered, it can constitute grounds for dismissal. Any omission of information may constitute falsification of application.

Signature	Date
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Privacy Notification - The State of California Information Practices Act of 1977 (effective July 1, 1978) and the Federal Privacy Act of 1974 require the University to provide the following information to individuals who are asked to supply information about themselves.

The principal purpose for requesting the information on this form is for personnel and affirmative action administration. Furnishing the information on the Employment Application is mandatory, except for the Social Security number and the Application Data Record which are voluntary. The principal purpose for requesting the information on the Employment Application is to evaluate qualifications for employment. Failure to provide the information will prevent evaluation of your qualifications for employment. The purpose of requesting your Social Security number is to establish an applicant identification number which will be used for input into a computerized applicant data system, and not for any other purpose. University policy and state and federal statutes, which are available in the Personnel and Affirmative Action Offices, authorize the maintenance of this information. The information will be used by various University departments for the purposes cited in those policies, and will be given to state and federal agencies if required by law. The Vice Chancellor-Business and Administrative Services is responsible for maintaining this information. Applicants and employees have a right to review their own records in accordance with University policy.