

**The UCSB Campus Store is divided into several departments. Please check below the department(s) in which your past work experience and personal interest would be most relevant.**

- Accounts Payable  
 Art & School Supplies  
 Cards & Gifts  
 Cashiering  
 Clothing  
Computers  
 Shipping & Receiving  
 Textbooks

How many hours are you interested in working each week? Minimum \_\_\_\_\_ Maximum \_\_\_\_\_  
 (Associates must be willing to work a minimum of 6 hours and a maximum of 19 hours per week)

What date would you be available to begin work? \_\_\_\_\_

Availability : Summer  
Winter Break  
Spring Break  
 Work Study  
 yes  
 no

Name: \_\_\_\_\_

Cell Phone: (    ) \_\_\_\_\_  
*Required*

Local Address: \_\_\_\_\_

Major: \_\_\_\_\_

Expected Graduation Date: \_\_\_\_\_

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

## Previous Experience

### Retail Experience

- Sales/Customer Service  
Cash Register  
Display/Merchandising  
Receiving/Stocking

### Computer Experience

- Hardware \_\_\_\_\_  
 \_\_\_\_\_  
Software \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Please list your past work or volunteer experience starting with your current or most recent position**

1. Employer: \_\_\_\_\_ Phone: (    ) \_\_\_\_\_

Address: \_\_\_\_\_

Type of Business: \_\_\_\_\_ Job Title: \_\_\_\_\_

Employed from: \_\_\_\_\_ to \_\_\_\_\_ Duties: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Reason for leaving: \_\_\_\_\_

2. Employer: \_\_\_\_\_ Phone: (    ) \_\_\_\_\_

Address: \_\_\_\_\_

Type of Business: \_\_\_\_\_ Job Title: \_\_\_\_\_

Employed from: \_\_\_\_\_ to \_\_\_\_\_ Duties: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Reason for leaving: \_\_\_\_\_

***Please answer the following questions***

1. Why are you interested in working at the UCSB Campus Store? \_\_\_\_\_

\_\_\_\_\_

2. Please explain how your past work experiences are relevant to the position you desire. \_\_\_\_\_

\_\_\_\_\_

3. List specific areas of knowledge if applying for Computer Department. \_\_\_\_\_

\_\_\_\_\_

4. Do you have a friend or relative working for the UCSB Campus Store? If yes, who? \_\_\_\_\_

\_\_\_\_\_

***References: (Please do not use relatives or students)***

1. Name: \_\_\_\_\_

Relationship \_\_\_\_\_ Phone: ( ) \_\_\_\_\_

2. Name: \_\_\_\_\_

Relationship \_\_\_\_\_ Phone: ( ) \_\_\_\_\_

Please attach a copy of your current **schedule from GOLD** and a **resume or cover letter if you have one**. Note any CLAS schedule or internships.

Thank you for applying to the UC Santa Barbara Campus Store. Each department manager hires on a continuous basis when needed. Your application will remain on file for 3 months. Please re-apply if you do not hear from us during that 3 months.

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

*As a condition of employment, the final candidate who accepts a conditional offer of employment will be required to disclose if they have been subject to any final administrative or judicial decisions within the last seven years determining that they committed any misconduct; received notice of any allegation or are currently the subject of any administrative or disciplinary proceedings involving misconduct; have left a position after receiving notice of allegations or while under investigation in an administrative or disciplinary proceeding involving misconduct; or have filed an appeal of a finding of misconduct with a previous employer. "Misconduct" means any violation of the policies or laws governing conduct at the applicant's previous place of employment, including, but not limited to, violations of policies or laws prohibiting sexual harassment, sexual assault, or other forms of harassment, discrimination, dishonesty, or unethical conduct, as defined by the employer.*

***For reference, below are UC's policies addressing some forms of misconduct:***

- <https://policy.ucop.edu/doc/4000385/SVSH>

- <https://policy.ucop.edu/doc/1001004/Anti-Discrimination>

- <https://policy.ucop.edu/doc/4000701/AbusiveConduct>