

**Information Technology**  
Student Assistant Application



UNIVERSITY OF COLORADO  
AT COLORADO SPRINGS

Date \_\_\_\_\_

***PLEASE PRINT ALL INFORMATION***

**Personal Information**

Name \_\_\_\_\_ Student ID Number \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Other Phone \_\_\_\_\_ Email \_\_\_\_\_

Academic Major \_\_\_\_\_ Graduation Date \_\_\_\_\_

Workstudy  Yes  No

If yes, amount Fall \$ \_\_\_\_\_  Need  No-Need

Spring \$ \_\_\_\_\_

If no, you'll be asked to apply for a No-Need Workstudy Award

Are you registered at UCCS as a Colorado state resident?  Yes  No

**References**

Name	Relationship	Phone
_____	_____	_____
_____	_____	_____
_____	_____	_____

***Please note: Information Technology will keep this application on file for one semester.  
If you'd like us to keep it longer, please call Brad Cook at 262-3826.***

All finalists for the position must consent to and pass a background investigation prior to final appointment.  
Background check includes prior employment verification, automotive driving record,  
criminal history, and sex offender registry check.

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<b>Computer Software Experience</b>	<b>Expert</b>	<b>Good</b>	<b>Novice</b>	<b>None</b>
Windows Vista	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Windows XP	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Windows 2000	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Windows 98	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Macintosh OS X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Macintosh OS 8/9	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Linux	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MS-DOS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Microsoft Word version 2007	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Microsoft Excel version 2007	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Microsoft Access version 2007	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Microsoft PowerPoint v. 2007	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Microsoft FrontPage v. 2003	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Microsoft Outlook version 2007	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Microsoft Outlook Express v.6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Microsoft Internet Explorer v.7	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mozilla Firefox	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mozilla Thunderbird	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Adobe Photoshop CS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Web Development (HTML)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TCP/IP networking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Printers (installation/networking)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Media Equipment Experience</b>	<b>Expert</b>	<b>Good</b>	<b>Novice</b>	<b>None</b>
Digital video cameras	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Video/data projectors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Digital still cameras	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Job Experience

Employer	Contact	Phone	How Long?
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**Education Completed**

Institution	Dates Attended	Major	GPA
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**Preferred Work Hours:** Depending on the location, students may work as early at 7:30 am and as late as 12:00 midnight. (Work shifts may NOT overlap with your classes times.)

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday

How many hours per week are you interested in working? \_\_\_\_\_

**Note: The above hours are only guidelines. Your actual work schedule would be set with your supervisor each semester.**

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**Computer Hardware Experience** (check the one that most closely fits you)

- Haven't worked on computer hardware
- Opened the case once or twice
- Installed a modem or RAM or disk drive
- I built my own computer

**Typing Skills**       Expert     Good     Fair     Poor     None

**Other Related Job Skills**

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**Any other information you would like us to consider?**

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*Thank you for your interest in employment with the  
Information Technology Department*