



Student Employment Application

Name: _____ Preferred Name: _____ ctclink ID: _____
(Family/Last Name, First Name)

Position Applying For: _____ How did you hear about the position? _____

Have you ever worked on campus? YES NO Address: _____
(Number, Street & Apartment number) (City) (State) (Zip Code)

Phone Number: _____ GRC Student Email: _____
(Include area code)

Major: _____ First Term at GRC: _____ Expected Last Term at GRC: _____
(Year & Term) (Year & Term)

REFERENCES

Please list names, email addresses, and telephone numbers of two references. Your references should be individuals that have firsthand knowledge of your skills and abilities that you have known and worked with. These could be peers, supervisors, advisors, instructors, any individual you may have worked fairly closely with.

- 1. _____
- 2. _____

AVAILABILITY

Days and Times You Are Able to Work: _____

COMPUTER SKILLS (Check All That You Have Used)

- Microsoft Word Beginner Intermediate Proficient
- Microsoft Excel Beginner Intermediate Proficient
- Microsoft Outlook Beginner Intermediate Proficient
- Microsoft PowerPoint Beginner Intermediate Proficient
- Microsoft Teams Beginner Intermediate Proficient
- Adobe ACROBAT Beginner Intermediate Proficient
- Zoom Beginner Intermediate Proficient

LANGUAGE SKILLS (What Language(s) Are You Proficient)

Speak: _____
Read: _____
Write: _____

I hereby certify that the information provided in this application is true and complete, and that there are no willful misrepresentations in and no falsification of any of the statements and answers to questions. I am aware that should an investigation disclose any misrepresentation, falsification or omission, such disclosure will constitute grounds for rejection of application or immediate dismissal. I hereby consent to and authorize verification of the information I've provided on this application for the purpose of evaluating my qualifications for employment. I understand that my employment is contingent upon proof of employment authorization, of identity and will present the documents when asked. Green River College participates in E-Verify and will provide the federal government with your Employment Eligibility Verification information to confirm that you are authorized to work in the U.S. I understand that all offers of employment are subject to completion of background verification under GRC policy [HR-12 Background Verification](#).

I have read and understand the information on this application.

Applicant Signature

Today's Date

Equal Opportunity Employer: Green River College does not discriminate on the basis of race, creed, color, national origin, gender, gender orientation, age, marital status, religion, disability, genetic information or on any other unlawful basis. The college is committed to preventing and stopping discrimination, including harassment of any kind and any associated retaliatory behavior. The Vice President of Human Resources has been designated to handle inquiries regarding the [HR-22 non-discrimination and Harassment](#) policies: 12401 SE 320th Street, Auburn, WA 98092-3622, (253) 288-3320. To receive this information in an alternate format, please contact Disability Support Services at (253) 931-6460; TTY (253) 288-3359

Jeanne Cery Statement: Notice of Availability of Annual Security and Fire Safety Report—Green River College's Annual Safety and Fire Report is available online at <https://www.greenriver.edu/campus/campus-safety/clery-act/>, containing mandated information about current campus policies concerning safety and security issues, required statistics, and other related information for the past three calendar years. To obtain a paper copy of the report, please call (253) 288-3350