

UVM Bookstore

Student Work Study Job Application

Please fill out all information and return to Bob Santry rsantry@uvm.edu or fax form to 802-656-8317 as soon as possible. Students work approx. 6 hours per week, occasional weekends and hockey games are required. **Please provide your full class schedule and any other time commitments you have so we can schedule accordingly.** Students typically work a minimum shift of two hours, and a maximum of four. Starting pay for most positions is \$8.75/hour. Pay raises are given each returning year. Work Study students receive a 10% discount on clothing and supplies. Paychecks are issued every two weeks. Two unexcused absences or chronic tardiness in one semester may result in job termination.

Completed and approved I-9 Eligibility Verification Form (Proper forms of ID Required), W-4, and VT W-4 tax withholding forms are required before you can start work- no exceptions!

Name _____ Class _____

UVM E-mail address _____ *(You are responsible for checking your UVM e-mail address, as this is the primary way of relaying info to the 50+ work study students at the UVM Bookstore)*

Cell Phone # _____ Campus Address _____

The UVM Bookstore hires for the following areas: Café, POS register operators, Accounting Office, Text Department, Shipping/Receiving, Web Site/Technology, Convenience Store, and Computer Depot.

If you have a preference please let us know _____

We will do our best to match your preference, but based on your availability, when you applied, and open shifts, that may not be possible. Students are typically cross-trained in one other area at the UVM Bookstore.

Provide any relevant work experience and references

Job 1: _____

Reference Name & contact info: _____

Job 2: _____

Reference Name & contact info: _____

SIGNATURE: _____ DATE: _____

