**Section I: Personal Information**

|  |  |  |  |
| --- | --- | --- | --- |
| Full Name |  |  | Date of Application: |
| Address: | | | Email: |
| City/State/Zip: | | | Phone #: |
| Student ID Number (if not a student write N/A): | | |
| Are you currently a Mt. SAC student taking six or more  units? | | |

**Section II: Work or Volunteer Experience**

|  |  |
| --- | --- |
| **Please list most recent first.** | |
| Company Name: | Job Title: |
| Address: | Supervisor’s Name: |
| City/State/Zip: | Telephone: |
| Duration of employment: Start Date End Date  Reason for leaving: | |
| Company Name: | Job Title: |
| Address: | Supervisor’s Name: |
| City/State/Zip: | Telephone: |
| Duration of employment: Start Date End Date  Reason for leaving: | |
| Please list any additional experience, training, and/or other information that you believe are relevant to this position: | |

**Section III: Education**

|  |
| --- |
| Please check the highest level of education completed: High School Some College Bachelor’s Degree  Some graduate work Master’s Degree Doctorate Degree Other degree(s): |

**Section IV: Required Supporting Documents**

|  |  |
| --- | --- |
| Please include the following with your application: | |
| * Your work availability * A writing sample that you feel highlights your strengths as a writer (a past essay is perfect) | |
| * Two email recommendations from professors sent to [tpayte@mtsac.edu](mailto:tpayte@mtsac.edu). Please enter the name of your recommenders here:   a. b. | |
| **Section V: Additional Questions** |
| 1. Please explain, with some detail, why you would like to work at the Writing Center: 2. Have you been tutored yourself (either formally or informally)? Describe your experience and explain what made it either positive or not, reflecting on what creates a positive tutoring environment: |
| 1. Do you hold other jobs? Yes No. If yes, how many hours do you work per week: |

Mt. San Antonio College is an Equal Opportunity Employer.