

## STUDENT EMPLOYMENT APPLICATION

Student Name: \_\_\_\_\_ BMCC ID: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Position applying for: \_\_\_\_\_

▶ Are you authorized to work in the U.S. on an unrestricted basis?  Yes  No (verification is a condition of employment)

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

▶ Are you presently licensed to drive a motor vehicle?  Yes  No

Driver's License Number: \_\_\_\_\_ State Issued: \_\_\_\_\_

**Applicants:** To be considered for employment, this application must be filled out completely, typed or printed in ink and signed. Applications that are incomplete will not be reviewed and will be discarded appropriately. All documents submitted as part of your application become the property of the College and will not be returned. Applicants with disabilities will be accommodated to the extent reasonably possible.

### **Applicant's Statement:**

I understand that if I am employed, any misrepresentation or material omission made by me on this application, whenever it is discovered, will be sufficient cause for cancellation of this application or immediate discharge from Blue Mountain Community College.

I understand that my employment with Blue Mountain Community College may be subject to a reference check and a background check. I give Blue Mountain Community College permission and the right to contact and obtain information from all references, past or present employers, educational institutions, and to otherwise verify the accuracy of the information contained in this application. I hereby release Blue Mountain Community College and its representatives from any and all liability that may result from seeking, gathering and using such information and all other persons, corporations, or organizations for furnishing such information.

BMCC will not accept employment applications for other than a posted or advertised position, and an applicant must separately apply for each open position sought.

This application does not constitute an agreement or contract for employment for any specified period or definite duration. I understand that no representative of Blue Mountain Community College, other than the president or president's designee, has the authority to make any assurances to the contrary. I further understand that any such assurances must be in writing and signed by the president or the president's designee.

I also understand that if I am hired, I will be required to provide proof of identity and legal work authorization.

I represent and warrant that I have read and fully understand the foregoing and seek employment under these conditions.

BMCC reserves the right to condition offers of employment on medical evaluation in appropriate cases.

I hereby acknowledge that I have read and understand the position description.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

▶ Are you currently a TRiO SSS Participant?  Yes  No

▶ Are you already a student employee and seeking a second BMCC student employment position?  Yes  No

**Employment Experience:**

Employer's Name \_\_\_\_\_ Employment Date(s) \_\_\_\_\_

Position Held \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

Duties \_\_\_\_\_

\_\_\_\_\_

Employer's Name \_\_\_\_\_ Employment Date(s) \_\_\_\_\_

Position Held \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

Duties \_\_\_\_\_

\_\_\_\_\_

Employer's Name \_\_\_\_\_ Employment Date(s) \_\_\_\_\_

Position Held \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

Duties \_\_\_\_\_

\_\_\_\_\_

**Current Term Class Schedule:**

Class	Schedule
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**Blue Mountain Community College Non-discrimination Statement:**

It is the policy of the Blue Mountain Community College Board of Education and School District that there will be no discrimination or harassment on the grounds of race, color, sex, marital status, sexual orientation, religion, national origin, age or disability in any educational programs, activities or employment. Persons having questions about equal opportunity and nondiscrimination should contact the BMCC Title IX Coordinators Room M-12 Morrow Hall, Blue Mountain Community College, 2411 NW Carden, Pendleton, OR 97801, Phone: 541-278-5947. Email: [hr@bluecc.edu](mailto:hr@bluecc.edu). For hearing impaired assistance please call Oregon Relay at 7-1-1.