

Front Desk Assistant/Study Hall Monitor

University of Oregon
Services for Student Athletes
1237 University of Oregon
Eugene, OR 97403

Front Desk Phone: (541) 346-5428
Office Manager (Shirley Brabham): 346-1144
Fax: (541) 346-5358

Please return all required application materials to the front desk at UO SSA.

1. A resume outlining work history and experiences.
2. A schedule indicating work availability. Please fill out the attached blank schedule and follow the instructions on the page.
3. One unofficial current transcript of all course work.
4. A letter of recommendation from a professor or faculty member familiar with your academic work and/or job experience. Your letter of reference can be emailed (shirleyb@uoregon.edu), faxed or sent through campus or U.S. mail (Services for Student Athletes).

Personal Information

Name: _____

SSN: _____

E-mail address: _____

Student ID No.: _____

Local Address: _____

Local Phone #: _____

Permanent Address: _____

Permanent Phone #: _____

Birthdate: _____

Major (s): _____

Minor (s): _____

Year in School: _____

Expected Graduation Date: _____

Currently Enrolled Credit Hours: _____

Work Study: Yes _____ No _____

Desired Number of Work Hours Each Week (not to exceed 20): _____

Do you have a GTF appointment: Yes _____ No _____ If yes, what GTF is it? _____

I am aware that all tutoring is in accordance with the ethical standards of the University of Oregon. I agree that my actions will be consistent with University policy and within the guidelines established by this office.

Signature: _____

Date: _____