

# ORL Summer Staff Employment Application

## Biographic Data: (Please print neatly or type)

Full Legal Name \_\_\_\_\_  
First, Middle, Last Preferred First Name

**Student ID #** \_\_\_\_\_

Campus PO Box \_\_\_\_\_ JMU email \_\_\_\_\_

Campus Address \_\_\_\_\_ Phone \_\_\_\_\_  
Hall & Room or Local Address

Permanent Address \_\_\_\_\_ Phone \_\_\_\_\_

Academic Major \_\_\_\_\_ Graduation Date \_\_\_\_\_

Cumulative GPA \_\_\_\_\_ Gender male female

There is a 2.0 cumulative GPA requirement for the RA position and 2.3 GPA requirement for the Hall Director position. All applicant GPAs will be checked to verify eligibility.

Class Standing: First Year      Sophomore      Junior      Senior

For which position would you like to be considered? HD      RA      (You may apply for one or both)

## Placement Data

If you have lived in University sponsored housing in the past, please list those locations, your ORL position (if applicable) and the dates.

Hall	Position (RA, HD, Community Activities Board, etc.)	Dates

Please provide the name, address and telephone number of three references:

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_
- 3) \_\_\_\_\_

### Dates of employment: May 12 through July 25

Although the university will be closed on May 24 and July 5, the summer hall will remain open and will need to be staffed. Some requests for time off may not be honored.

*James Madison University Office of Residence Life and applicants shall be afforded equal opportunity in all aspects of employment without regards to race, color, religion, political affiliation, national origin, disability, gender, age or sexual orientation.*

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- For the purposes of compliance with the Immigration Reform and Control Act, are you legally eligible for employment in the United States? Yes No. Under the Immigration Reform and Control Act of 1986, you will be required to fill out a certification verifying that you are eligible to be employed and verifying your identity. Further, you will be required to provide documentation to that effect should you be employed.
- Have you ever been convicted of a law violation(s), excluding offenses committed before your eighteenth birthday, which were finally adjudicated in a Juvenile Court or under a youth offender law? Yes No. If yes, list all and explain\_\_\_\_\_

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I hereby certify that all entries on both sides and attachments are true and complete, and I agree and understand that any falsification of information herein, regardless of discovery, may cause forfeiture on my part to any employment in the service of the State of VA. I understand that all information on this application is subject to verification and I consent to references and former employers and educational institutions listed being contacted regarding this application. I further authorize the Commonwealth to rely upon and use as it sees fit any information received from such contacts. Information contained on this application may be disseminated to other agencies, non-governmental organizations or systems on a need-to-know basis for good cause shown as determined by the agency head or designee.

Signature \_\_\_\_\_ Date \_\_\_\_\_  
 (please print your name and eID here)

**Please EMAIL the Completed Application to: brownhh@jmu.edu**

**Hugh Brown**  
**Office of Residence Life, C101 Huffman Hall**  
  
**MSC 2401**  
**James Madison University, Harrisonburg, VA 22807**  
**(540) 568-3501**

**Applications Due: Monday, March 29 by 5:00 p.m.**