

**NOTE: An LTE must be a resident of the state upon appointment – Wis. Stats. 230.26 (1m) (b).**



## UW-Parkside Application for Limited Term Employment

UW-Parkside  
 Human Resources Office  
 900 Wood Road, Box No. 2000  
 Kenosha, WI 53141-2000  
 Phone: (262) 595-2204  
 Fax: (262) 595-2693  
 Email: gravesb@uwp.edu

Your application will be maintained in our temporary employment file for three (3) months from the date of signature. You may call and renew the application for a subsequent 3 month period.

**Please print or type:**

Position Applying For	Which type of employment are you seeking? <input type="checkbox"/> Temporary full time <input type="checkbox"/> temporary part time		
Last Name	First Name	Middle Initial	
Address	City	State <b>WI</b>	Zip
Home Phone	Business Phone		

**Education & Training:**

Did you Graduate from High School or obtain a GED? <input type="checkbox"/> Yes <input type="checkbox"/> No	Circle the number of years in college or university 1 2 3 4 5 6 7 8 over 8				
Training or education (university, nursing, business college, trade or technical school). Under credits earned, indicate number of hours and Q for quarter hours and S for semester hours.					
Name and Location	Dates Attended		Credits	Major Field	Degree Conferred and Year
	From	To			

**Skills and Qualifications:**

Personal Computer Experience including software programs you are proficient in:
Typing WPM :
Describe any training you have had which is not covered above, such as correspondence courses, service schools, inservice training, apprenticeship programs, volunteer work -- give dates.
List accreditation, licenses or other special credentials.

## Work Experience - Provide a complete description of all qualifying experience:

This information may be used to determine your qualifications. Be specific. Start with your present or most recent job. Include service in the Armed Forces and any self-employment. For part-time work, show the average number of hours worked. Indicate any change in job title under the same employer as a separate position.

Present or most recent employer		Location (city and state)	
Kind of Business	Your Title	Name, address, telephone of supervisor	
Reasons for leaving or considering leaving (state if discharged or asked to resign)			
Your duties		<input type="checkbox"/> Full time <input type="checkbox"/> Part time ( _____ hours per _____ )	
		From (month and year)	To (month and year)
		Salary (beginning) \$        per	Salary (ending) \$        per

Present or most recent employer		Location (city and state)	
Kind of Business	Your Title	Name, address, telephone of supervisor	
Reasons for leaving or considering leaving (state if discharged or asked to resign)			
Your duties		<input type="checkbox"/> Full time <input type="checkbox"/> Part time ( _____ hours per _____ )	
		From (month and year)	To (month and year)
		Salary (beginning) \$        per	Salary (ending) \$        per

Present or most recent employer		Location (city and state)	
Kind of Business	Your Title	Name, address, telephone of supervisor	
Reasons for leaving or considering leaving (state if discharged or asked to resign)			
Your duties		<input type="checkbox"/> Full time <input type="checkbox"/> Part time ( _____ hours per _____ )	
		From (month and year)	To (month and year)
		Salary (beginning) \$        per	Salary (ending) \$        per

**If necessary, attach additional sheets using the above format to provide employment data describing qualifying experience.**

May we conduct a personal background check including contact of your references named above and review other records as may be required for some positions?  Yes  No If no, please explain:

*I understand that any false information or significant omissions may disqualify me from further consideration and may be justification for my dismissal from employment, if discovered at a later date. I certify that all the information on this application is true and correct in every respect.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

The safety and well being of all members of our campus community is very important at the University of Wisconsin–Parkside. Important information about safety and creating a bias free environment is on our web site at: <http://www.uwp.edu/crime.statistics>