

III. EMPLOYMENT/ VOLUNTEER HISTORY - List the last two employment or volunteer positions you have held:

1.	Employer/Agency	Address
	Supervisor	Phone
	Dates of employment/service	Reason for leaving

Please describe your duties and responsibilities:

2.	Employer/Agency	Address
	Supervisor	Phone
	Dates of employment/service	Reason for leaving

Please describe your duties and responsibilities:

IV. REFERENCES - Please list two references (If you were employed in Residence Life, you **must list your previous supervisor)**

1.	Name	Address
	Phone	Relationship to applicant

2.	Name	Address
	Phone	Relationship to applicant

Candidate's Signature: _____ Date: _____

PLEASE REMEMBER:

If hired, you will be expected to return early from summer and winter breaks to attend Desk Receptionist Training, provide proof of Federal Work Study, and provide accurate and complete documentation to be employed in this position.
A background check will be conducted on all applicants through Loyola University Chicago Department of Public Safety and/or Judicial Affairs.
*Return to: Residence Life, Loyola University Chicago, 6525 N. Sheridan Road, Chicago, IL 60626
Please call 773-508-3300 with any questions*