



SAU Student Employment Office
P. O. Box 9254, Magnolia, AR 71754-9254

Reynolds Center, Room 217

(870) 235-5115

Student Worker Data Sheet

First Name Last Name Date

SAU Box SAU Phone SSN/ID

Home/Local Address City State Zip

Home/Cell Phone # Email address

Classification: Freshman Sophomore Junior Senior Graduate Student

Major Minor SAU/High School GPA

Work Experience

Skills (computer, typing, equipment usage)

Type of work desired # of hours per week

Financial Aid Status (circle one): Federal Work Study SAU Regular

Federal Work Study Allotment \$ for Fall Spring Break 1st SS 2nd SS Break

References (names and phone numbers with area codes):

Comments:

Semester/year

Hours Available for Work

For office use only:

Monday

* Student Training

Tuesday

* Basic MS Word

Wednesday

* Telephone Techniques

Thursday

* How To Find A Job

Friday

* Basic Filing

Saturday

* Office Equipment

Sunday

* Other