



HOFSTRA UNIVERSITY

SUMMER CAMPS

250 HOFSTRA UNIVERSITY
HEMPSTEAD, NEW YORK 11549-2500

An Equal Opportunity Employer

Phone: (516) 463-CAMP • Fax: (516) 463-6114

APPLICATION FOR EMPLOYMENT

FOR OFFICE USE ONLY

Date hired: _____

Position: _____

Starting salary: _____

Number of children: _____

Social Security No. _____ - _____ - _____

Are you a Hofstra employee? Yes No F/T P/T

Hofstra 700 No.: 700 - _____ - _____

Are you a Hofstra student? Yes No F/T P/T

Undergraduate Graduate

Full name _____

Home: (____) _____

Last First Middle

Cell: (____) _____

Address _____

Business: (____) _____

City State ZIP

E-Mail: _____

EDUCATION

Check highest grade completed: 10 11 12 High school graduation date: ____ / ____ / ____

Check number of years of college education: 1 2 3 4 5

Check number of years of post-graduate education: 1 2 3 4 5 6 7 8+

Name and Location of Institution	Credits Earned	Degree Received	Major	Minor	Dates Attended
1. _____					
2. _____					
3. _____					

If you expect to complete an educational program in the near future, please indicate what type of degree or program and expected completion date: _____

REFERENCES: List names, addresses and relationships of three persons not related to you who know your qualifications.

	NAME	ADDRESS	PHONE	RELATIONSHIP
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____

EXPERIENCE: Starting with the most recent, describe ALL paid, military and applicable voluntary experience. Highlight your knowledge, skills and abilities which best demonstrate your qualifications for this position. You may list significantly different jobs within the same organization as separate items. May we contact your present supervisor? Yes No

Job Title: _____

Duties: _____

Employer: _____

Address: _____

Phone: _____

Type of Business: _____

Immediate Supervisor: _____

Attach additional sheets if necessary.

MISCELLANEOUS: For 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 any violation(s) of law, not including moving traffic violations? Yes No

If YES please provide the following:

Description of Offense: _____

Statute or ordinance (if known): _____ Date of Charge: _____ Date of Conviction: _____

County, City, State of Conviction: _____

CERTIFICATION – Each Application Requires Current Date and Original Signature

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 time of discovery, may cause forfeiture on my part of any employment at Hofstra University.

I understand that all information on this application is subject to verification and I consent to criminal history background checks.

I also consent that you may contact references, former employers and educational institutions listed regarding this application.

I further authorize Hofstra University 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, nongovernmental organizations or systems on a need-to-know basis for good cause shown as determined by the agency head or designee.

DATE _____ **APPLICANT SIGNATURE** _____

Check areas in which you possess a general knowledge:

Sports

- Baseball
- Basketball
- Cheerleading
- Dance
- Golf
- Lacrosse
- Rope Course
- Soccer
- Swimming
- Tennis

Academics

- Computers
- Animation
- Programming
- Web Design
- Enrichment/Gifted
- Math - Teach/Tutor
- Reading - Teach/Tutor
- Writing

Performing Arts

- Drama
- Musical Theater
- Acting
- Singing

Fine Arts

- Painting
- Clay
- Cartooning
- Sketching
- Arts and Crafts
- Video Games
- Videography
- Movie Maker

Certificates

- CPR
- EMT
- First Aid
- W.S.I. Certification

Science

- Biology
- General
- Rocketry
- Physics
- Chemistry

Personal Essay

Hofstra Summer Camps receives many applications for employment within our programs. In your own words, please tell us about yourself, your character, your personality, and what would make you an asset to our camp. Include experiences, attitudes, feelings, or beliefs that you offer which would make you an exceptional candidate to represent Hofstra Summer Camps.

All Hofstra Summer Camp staff is required to attend a two-day staff orientation as a condition of employment.

Mail or fax completed application to: Hofstra University Summer Camps, 250 Hofstra University, Hempstead, NY 11549-2500
PHONE: (516) 463-CAMP FAX: (516) 463-6114

Thank you for applying to Hofstra University Summer Camps.

Due to the high volume of applicants, only qualified candidates will be contacted for an interview.