

Info Tech - Client Service & Technical Support Team – Application For Employment

Position Applying For: **Client Services and Technical Support Team**

Date: _____

Personal Information

Name: (Last) (First) (Middle)

Student ID #: _____ Birth Date: _____ Can you get Work Study?(check one)
 Yes No Maybe

Local Address: (Street) (City) (State) (Zip)

Permanent Address: *(Leave Blank if Same)* (Street) (City) (State) (Zip)

Local Telephone (with area code)

Permanent Telephone (with area code)

Major

Minor

Expected Graduation Date

How did you hear about this position?

Are you acquainted with anyone employed by UWSP Information Technology?(check one) Yes No

If yes, please provide the name of the individual:

Have you ever been convicted of a crime? (check one) *(Do not include minor traffic violations)* Yes No

If yes, please explain:

What experience do you have that would make this job a good fit for you?

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Work Experience

Please list your previous work experience, beginning with your most recent employer. Attach a separate sheet if necessary.

Employer 1	
Place of Employment	
Start Date – End Date	
Job Title	
Duties Performed	
Employer 2	
Place of Employment	
Start Date – End Date	
Job Title	
Duties Performed	

Experience

List any technology courses that you have taken at UWSP or other colleges:

Listed below are some common computer platforms and software that Information Technology supports. Please write the number next to each item that best indicates your level of experience.

0 = No Experience, 1= I have used the application, 2= I have assisted others in using this application, 3 = I have had training using this application.

Operating systems		Software Skills		Additional	
Linux		Microsoft Excel		Active Directory	
Mac OS		Microsoft Outlook		Inventory Systems	
Windows 7		Microsoft Planner		Knowledge Base	
Windows 8		Microsoft SharePoint		Network	
Windows 10		Microsoft Word		Office 365 OneDrive	
Windows Vista		Adobe Acrobat		Scheduling Software	
Windows XP		Adobe Photoshop/ InDesign/Illustrator		Ticketing Systems	

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Do you have experience supporting printers? If yes, please describe:

Do you have any experience working in a customer service? If yes, please describe:

Do you have any experience building computers or performing computer repairs (hardware or software)?
If yes, please explain:

Please list any other qualifications, skills, or experiences that qualify you for this position:

References

Reference 1	
Name	
Company/Relationship	
Current Telephone	
Reference 2	
Name	
Company/Relationship	
Current Telephone	
Reference 3	
Name	
Company/Relationship	
Current Telephone	

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What skills or information would you like us to know about you?