



LAMAR STATE COLLEGE - PORT ARTHUR  
A Member of The Texas State University System

STUDENT/HOURLY  
APPLICATION FOR EMPLOYMENT

If assistance or a reasonable accommodation is needed during the application process, please notify the Human Resources Office.

LAST NAME	FIRST	M. I.	Social Security #
ADDRESS	SECURITY SENSITIVE POSITIONS REQUIRE VALID D.L.#: STATE:                      EXPIRATION:		Telephone # Home: Work:
What is your major?	What is your classification?	G.P.A. _____	
Do you currently work on campus? If YES, what department?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Are you able to submit verification of your legal right to work in the United States? Proof of eligibility will be required upon employment.	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Have you ever been convicted of a felony?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Have you been employed by Lamar before?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
All men age 18 to 25 must be registered with the Selective Service System in order to be hired for any position with the State of Texas. <b>Please attach a copy of the registration card to this application.</b>			
Previous experience and skills: (For example: computer skills, software, typing, etc.)			
What other types of office equipment/machinery can you operate?			
List the name and telephone number of a previous supervisor.			
List name, relationship, and telephone number of two personal references.			

## CERTIFICATION

It is to your advantage to complete all information on the application as completely, accurately and thoroughly as possible, since the application is the primary tool used in the selection process. You will normally be contacted **only** if an office with a vacancy determines that a personal interview is necessary. All employment interviews for any vacancy will be arranged by the department or office where the vacancy exists.

It is understood and agreed upon that any misrepresentation by me in this application will be sufficient cause for cancellation of this application and/or separation from LSC-PA's service, if I have been employed. Furthermore, I understand that just as I am free to resign at any time, LSC-PA reserves the right to terminate my employment at any time, with or without cause and without prior notice. I understand that no representative of LSC-PA has the authority to make any assurances to the contrary.

I give LSC-PA the right to investigate all references and to secure additional information about me, if job related. I hereby release from liability the LSC-PA and its representatives for seeking such information and all other persons, corporations or organizations for furnishing such information.

I hereby authorize any law enforcement agency to furnish Lamar State College - Port Arthur or its agent my criminal conviction record for a misdemeanor or felony offense. I do hereby release all agents, servants, and employees of Lamar State College - Port Arthur, the person in charge of such law enforcement agency or department and all members of such law enforcement agency or department from all liability resulting from the furnishing of this information to Lamar State College - Port Arthur.

I acknowledge being notified that, with exceptions, I have the right to be informed of and to receive, review, and, if necessary, correct the information that Lamar State College - Port Arthur collects on me.

I certify the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief and made in good faith.

Signature of Applicant X \_\_\_\_\_ Date \_\_\_\_\_

*Lamar State College - Port Arthur is an equal opportunity/affirmative action institution and employer. Students, faculty and staff members are selected without regard to their race, color, creed, sex, age, handicap or ethnic origin, consistent with the Assurance of Compliance with Title VII of the Civil Rights Act of 1964; Executive Order 11246 as issued and amended; Title IX of the Education Amendments of 1972, as amended; Section 504 of the Rehabilitation Act of 1973; Civil Rights Act of 1991; Title I of the Americans With Disabilities Act. Inquiries concerning application of these regulations may be referred to the Office of the President.*