

# STUDENT EMPLOYMENT APPLICATION

**BLOOMSBURG UNIVERSITY**

**TECHNOLOGY SUPPORT SERVICES**

TODAY'S DATE: \_\_\_\_\_

SEMESTER APPLYING FOR: \_\_\_\_\_

<b>FIRST &amp; LAST NAME</b>		<b>STUDENT ID#</b>	
<b>CELL PHONE</b>		<b>Bloomsburg University Husky</b>	
		<b>e-Mail Address</b>	
<b>Home Address</b>		<b>School Address</b>	
_____ _____		_____ _____	
<b>YEAR OF STUDY:</b> Freshman <input type="checkbox"/>   Sophomore <input type="checkbox"/>   Junior <input type="checkbox"/>   Senior <input type="checkbox"/>		<b>Expected Grad</b> Spring    Fall	
<b>MAJOR (S)</b>		<b>Date</b> Summer    Winter    20_____	
<b>CREDITS EARNED</b>			
<b>POSITION:</b> Lab Consultant <input type="checkbox"/>   Lab Technician <input type="checkbox"/>   ResComp <input type="checkbox"/>   HelpDesk/Exam Scan Service <input type="checkbox"/>   MAC Technician <input type="checkbox"/>   IMPS <input type="checkbox"/>   Other: _____			
<b>TECHNOLOGY EXPERIENCE:</b> MS Windows <input type="checkbox"/>   MAC OS-X <input type="checkbox"/>   ANDROID <input type="checkbox"/>   Apple iOS(IPADS, IPHONES, ETC) <input type="checkbox"/>   PROJECTORS <input type="checkbox"/>			
<b>SOFTWARE EXPERIENCE:</b>			
<b>HARDWARE EXPERIENCE:</b>			
<b>CUSTOMER SERVICE EXPERIENCE:</b>			
<b>ANY OTHER EXPERIENCE YOU FEEL MAY BE RELEVANT:</b>			
<b>PLEASE CIRCLE "Y" OR "N" FOR EACH QUESTION:</b>			
<b>DOES THE FINANCIAL AID OFFICE HAVE YOUR (CIRCLE ONE):</b>			
FAWSA/FINACIAL AID FORM:    Y   N  EMPLOYMENT APPLICATION:    Y   N  ARE YOU CURRENTLY WORKING ANYWHERE ON CAMPUS?    Y   N  --- IF SO, WHERE? _____		ARE YOU WILLING TO WORK WEEKENDS?    Y   N  ARE YOU WILLING TO WORK EVENINGS?    Y   N  ARE YOU WILLING TO WORK OVER SUMMER BREAK?    Y   N  ARE YOU WILLING TO WORK OVER WINTER BREAK?    Y   N  HOW MANY HOURS A WEEK ARE YOU WILLING TO WORK? _____ FALL / SPRING = 20 HRS/WK MAX SUMMER/WINTER 0- 2 CREDITS: 40HRS/WK MAX SUMMER/WINTER 2+ CREDITS: 20 HRS/WK	

- **HelpDesk/Exam Scanning Services Operator**

- The purpose of the HelpDesk is to provide first level of technical support to end users (via telephone, e-mail & walk-in). Enter HelpDesk request via website. Assist students with campus technology including but not limited to the following: account passwords, email, LAN/WLAN related issues. Assist faculty and staff with campus technology including but not limited to email, LAN/WLAN, printing, and IMPS (Instructional Media Presentation Station).
- The purpose of an Exam Scanning Operator is to scan and record test data provide by Faculty in order to produce reports for grading using the Remark Classic software.
- Must possess good communication skills, able to solve issues on own, have an attention to detail and self-motivated.
  - Prefer students who live locally who are willing to work semester breaks and summer session.
- HelpDesk and Exam Scanning Services is open Monday through Thursday from 8:00am to 7:00pm and Friday from 8:00am to 4:30pm.

- **MAC Technician**

- The purpose of the MAC Technician is to assist the Mac administrator with providing support to Faculty/Staff with passwords, email, LAN/WLAN, and printing related issues. The Mac Technician also assists with the maintenance and installation of Macintosh computers in computer labs.
- Must possess good communication skills, able to solve issues on own, have an attention to detail and self-motivated.
  - Prefer students who live locally who are willing to work semester breaks and summer session.

- **Lab Consultant**

- Assist users with the technology in the computer labs. Maintain printers and overall condition of lab. Provide basic troubleshooting and work with Lab Manager to make sure all computers are in working order.
- Lab Consultant hours vary from 08:00a-12:00a Sunday - Saturday

- **Lab Technician**

- Assist with the maintenance and installation of computers other peripherals in the computer labs. Provided basic troubleshooting and work with Lab Manager to make sure all computers are in working order.
- Lab Technician hours are Monday through Friday 08:00am – 04:30pm

- **IMPS - Instructional Media Presentation Station**

- The purpose of the IMPS technician is to provide on-site support for Faculty members who are having issues while in classrooms.
- Must possess good communication skills, able to solve issues on own, have an attention to detail, must be self-motivated, ability to resolve issues promptly.
- IMPS are on-call Monday through Thursday 08:00am to 07:00pm and Friday from 08:00am to 05:00pm.

- **ResComp**

- The ResComp Help Desks at Bloomsburg University provide both on and off-campus students with computer and connectivity support at no cost. Our ResComp Student Technicians provide assistance with the following:
  - Assistance with registering computers and devices on the campus network
  - Troubleshooting connectivity problems
  - Removal of adware/spyware and viruses (computer cleanup)
  - Troubleshooting hardware related problems
  - Answering questions regarding Live @ EDU and MyHusky