



LIFEGUARD

Returning Employee Application

(Please submit application to Jeff Norris)

Employment and placement will be based on returning employee work study and availability. Early AM, weekend and Building Service shifts are essential to our operation. We are looking for flexible staff!

Name (First, Middle, Last)				Email (please use your emich email address): @emich.edu			
Local Address						Contact Number	
Street		City		State		Zip	
<i>If rehired, this information should match your When to Work profile.</i>							
Home Address						Phone Number	
Street		City		State		Zip	
Contact in case of emergency		Name of person		Relation to you		Phone Number	
STUDENT STATUS				CERTIFICATIONS (CPR, First Aid, Lifeguard, etc.)			
Student Number				Please attach copy of certification			
Number of credits hrs. registered FA'20				Certification: Exp. Date			
Class Standing (circle) Fr., Soph., Jr., Sr., Grad.				By initialing the following statements acknowledges that you have read and understand:			
Anticipated Graduation Date _____				Discipline policy _____			
				Student Employee Handbook _____			
				Assigned job description _____			
				REC/IM Emergency Procedure Manual _____			
Are you presently employed by another EMU Department or will be FA'20?				Signed Confidentiality Statement and Michelle has on file _____			
YES or NO				As a REC/IM employee, will check my emich account daily _____			
Do you have work-study approval? If so, please add amount per semester				Will you be commuting to work more than a 15 minute drive?			
YES or NO \$				YES or NO			
				Preferred form of communication: (rank in order of most (1) to least (3) preferred 1,2,3)			
				____ Email ____ Phone ____ Text			

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Lifeguards require prior certification

Please return all Lifeguard applications to Jeff Norris

Name: _____ Hours per week desired _____ (29 max)

Accurately cross out the times when you CANNOT work on the schedule below. Please allow time to get to and from class. For example, if you have a class that ends at 11:00, don't say you can start at 11:00. Instead, cross out time blocks up to 11:30. If you have class that begins at 12:00, don't say you can work up to 12:00, and want to leave at 11:50. If you're hoping to get many hours, leave a good amount of availability.

ACCURATELY CROSS OUT THE TIMES WHEN YOU CANNOT WORK!

NOTE: Your availability should match your "WHEN TO WORK" availability.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
6:30-7							
7-7:30							
7:30-8							
8-8:30							
8:30-9							
9-9:30							
9:30-10							
10-10:30							
10:30-11							
11-11:30							
11:30-12							
12-12:30							
12:30-1							
1-1:30							
1:30-2							
2-2:30							
2:30-3							
3-3:30							
3:30-4							
4-4:30							
4:30-5							
5-5:30							
5:30-6							
6-6:30							
6:30-7							
7-7:30							
7:30-8							
8-8:30							
8:30-9							
9-9:30							
9:30-10							
10-10:30							
10:30-11							
11-11:30							
11:30-12							

Once the REC/IM has received your application and employment is verified and accepted, you will receive a request from "WHEN TO WORK". Please be sure to complete this request or you will not be scheduled.

BY SIGNING THIS FORM, YOU WAIVE YOUR RIGHT TO PRIVACY AND ALLOW THE REC/IM PROFESSIONAL STAFF TO VERIFY THAT YOU ARE IN GOOD ACADEMIC AND DISCIPLINARY STANDING. YOU ALSO ATTEST THAT THE INFORMATION PROVIDED ON THIS APPLICATION IS GIVEN TO THE BEST OF YOUR KNOWLEDGE. YOU ALSO UNDERSTAND THAT FALSIFICATION OF ANY INFORMATION, FOR ANY REASON, WILL RESULT IN IMMEDIATE DISMISSAL FROM THE RECREATION INTRAMURAL DEPARTMENT.

Signature

Date

Please submit completed applications to jnorris3@emich.edu