

Temporary Position for which you are Applying: _____

Personal Information

Name (last, first, middle): _____ SSN: _____-_____-_____
 Other names used: _____ Daytime Phone#: (____) _____-_____
 Mailing address (street, city, state, zip code): _____
 Are you at least 17 years old? Yes No
 Are you a current TXSTATE student? Yes No
 If so, # of hours enrolled: _____

State Employment: Are you currently or have you been previously employed by Texas State? Yes No
 For any other State of Texas entity? Yes No If "yes" to either, state dates of employment, job title, & entity:
Nepotism: Do you have any relatives by blood or marriage employed at Texas State or serving on the Board of Regents of the Texas State
 University System? Yes No If "yes," list name(s), relationship(s), and department(s)/unit(s):

Criminal History: Have you ever been convicted of a felony or subjected to deferred adjudication on a felony charge? Yes No
 If "yes," explain in concise detail on a separate page, giving dates and the nature of the offense, name and location of the court, and
 disposition of the case(s). A conviction may not disqualify you for employment, but a false statement will. Note: Some departments may
 require additional information related to convictions of misdemeanors.

Education & Training [Applicants may be required to provide proof of diploma, degree, transcript, license, etc.]

Circle highest grade completed: 1 2 3 4 5 6 7 8 9 10 11 12 Did you graduate/achieve a GED? Yes No
 Undergraduate College/University Name & Location: _____ Degree/Date: _____
 Dates attended: _____ Credit hours completed: _____ Major: _____
 Graduate College/University Name & Location: _____ Degree/Date: _____
 Dates attended: _____ Credit hours completed: _____ Major: _____
 Vocational, Technical or Business School Name & Location: _____
 Dates attended: _____ Degree or Diploma: _____
 Military Service? Yes No If "yes," branch: _____ Rank/Rate: _____ Active Duty dates: _____

List special skills and machines or equipment you can use (e.g., computer, software, calculator, etc.):

If required for the position, provide the following:
 License/Certification Type (P.E., R.N., JD, CPA, etc.): _____ Date issued: _____ License#: _____
 Driver's License#: _____ State: _____ Expiration date: _____ Class: _____
 Language Fluency – Language(s): _____ Speak? Yes No Read? Yes No Write? Yes No

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Employment Record [Provide your employment history below with additional pages as necessary or attach a detailed resume.]

Current employer: _____	Telephone: (____) _____ - _____
Supervisor name & title: _____	Your position/title: _____
Mailing address (street, city, state, zip code): _____	Start date (xx/xx/xxxx): _____
	End date (xx/xx/xxxx): _____
	Ending salary: \$ _____
Description of duties and responsibilities in order of importance:	

Previous employer: _____	Telephone: (____) _____ - _____
Supervisor name & title: _____	Your position/title: _____
Mailing address (street, city, state, zip code): _____	Start date (xx/xx/xxxx): _____
	End date (xx/xx/xxxx): _____
	Ending salary: \$ _____
Description of duties and responsibilities in order of importance:	

Previous employer: _____	Telephone: (____) _____ - _____
Supervisor name & title: _____	Your position/title: _____
Mailing address (street, city, state, zip code): _____	Start date (xx/xx/xxxx): _____
	End date (xx/xx/xxxx): _____
	Ending salary: \$ _____
Description of duties and responsibilities in order of importance:	

Read the following statements carefully and indicate your understanding and acceptance by signing below.

1. I certify that all information provided by me in connection with my application, whether on this document or not, is true and complete and I understand that any misstatement, falsification, or omission of information shall be grounds for refusal to hire or, if hired, termination.
2. I understand that, as a condition of employment, I will be required to provide legal proof of authorization to work in the United States.
3. I understand that Texas State University will check Texas Department of Public Safety and/or the Federal Bureau of Investigation records for any criminal history in accordance with applicable statutes.
4. I authorize any of the persons or organizations named in my application to give you any and all information about my employment, education, or other information they might have, personal or otherwise, with regard to any of these subjects. I release all such parties from all liability from any damages that might result from giving you this information.

THIS APPLICATION MUST BE SIGNED. APPLICANT SIGNATURE: _____ DATE: _____