This document cannot be emailed. You must print and sign it before submitting it. Unsigned applications cannot be accepted.

Clear Form

The University of Georgia

Application for Classified Temporary Employment

You may type this form on line, then print it.

Name (Last, first, middle)			Phone #
Alternate phone #	Type of employment seeking: Full time ☐	Part time ☐	E-mail
Address	City	State	Zip
Currently employed by UGA? ☐ Yes ☐ No		Currently enrolled in classes at UGA? ☐ Yes ☐ No	
Former employee of UGA? ☐ Yes ☐ No If yes, when/where?		Related to a current UGA employee? ☐ Yes ☐ No If yes, name/relation?	
Have you ever been discharged or forced to resign from employment? ☐ Yes ☐ No		If yes, give name of employer(s) and reason(s):	

EDUCATION (Highest level attained)

Level (HS, college, etc.)	Name of school	City	State	Years completed	Graduate? ☐ Yes ☐ No	Degree/major

Current licenses/certifications held:	Issued by:	Expiration date

Do you currently have a valid GA driver's license? ☐ Yes ☐ No Do you currently have a valid commercial GA driver's license? ☐ Yes ☐ No

EMPLOYMENT HISTORY (You may attach your resume)

Employment dates		Name/location of employer	Position held	Supervisor's name

Briefly describe major duties of previous positions (you may attach a resume)

SKILLS, KNOWLEDGE, & ABILITIES (List type and length of experience in years where applicable)

COMPUTER

HARDWARE		OPERATING SYSTEMS		SOFTWARE	
Type	Yrs Exp	Type	Yrs Exp	Type	Yrs Exp

PROGRAMS		LANGUAGES		OTHER	
Type	Yrs Exp	Type	Yrs Exp	Type	Yrs Exp

SECRETARIAL/CLERICAL		TRADES	
Type	Yrs Exp	Type	Yrs Exp

LABORATORY/RESEARCH		HEAVY EQUIPMENT	
Type	Yrs Exp	Type	Yrs Exp

SUPERVISORY:

If an essential function of the job, are you able to sit and perform the required duties at a computer terminal conitnuously throughout the work day? ☐ Yes ☐ No ☐ NA

If an essential function of the job, are you able to perform manual labor often under adverse climatic conditions to include stooping, bending, sqatting, and lifting continuously throughout the work day? ☐ Yes ☐ No ☐ NA

Have you ever been convicted of a felony or drug charge, or are any felony or drug charges now pending against you? ☐ Yes ☐ No
If yes, please explain:

I certify the information given on this application is true, complete, and correct to the best of my knowledge. I understand information on this application is subject to verification and omissions or fraudulent misrepresentation may be cause for rejection or dismissal if I am employed. I further understand The University of Georgia is an Employment-at-Will employer.

Signature **Date**

The University of Georgia is an Equal Opportunity/Affirmative Action Institution