

**MARQUETTE UNIVERSITY
DEPARTMENT OF CAMPUS SAFETY
STUDENT EMPLOYMENT APPLICATION**

Please attach resume and return by either dropping off at the Campus Safety office located at 749 N. 16th Street or email a copy to campussafety@marquette.edu



GENERAL

Name: _____		
First	Last	M.I.
MUID Number: _____		
E-Mail: _____		
Local Address: _____		
Street	Apt #	
Mobile Phone Number: _____		
Year in School: _____		Expected Graduation Date: _____
Major(s): _____		Minor(s): _____

POSITION DESIRED

<input type="checkbox"/> LIMO DRIVER	<i>(hours available between 5pm – 3am)</i>
Responsible for safely transporting Marquette students, staff, and affiliates within the established service area. While driving, LIMO drivers “observe and report” any suspicious or illegal activity.	
<input type="checkbox"/> SUPPORT SERVICES	<i>(hours available between 8am – 5pm)</i>
Responsible for equipment/vehicle maintenance and cleaning of all DCS and MUPD fleet vehicles, non-operational special/medical transports, and inventory/stocking of supplies.	
<input type="checkbox"/> DISPATCHER	<i>(hours available between 5pm – 3am)</i>
Responsible for taking all phone calls that come into the communications center and dispatching drivers via radio to the requested pickup location.	
<input type="checkbox"/> MPC	<i>(hours to be determined)</i>
Responsible for overseeing and coordinating marketing and advertising for the Department of Campus Safety. Specifically, two initiatives, positive branding, and program outreach/awareness, are crucial components of this goal.	

EMPLOYMENT EXPERIENCE

Present Employer: _____
Dates Employed from: _____ Hours per week: _____
Job Title: _____
Job Duties: _____
Reason for leaving: _____
Immediate Supervisor: _____
Contact information of Supervisor: _____

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****FORMER EMPLOYERS MAY BE CONTACTED AS PART OF THE HIRING PROCESS****

ADDITIONAL INFORMATION

Do you maintain a valid driver's license? _____ If yes, what state? _____

Driver's License #: _____ Exp. Date: _____

How many years of driving experience do you have? _____

Have you ever received any motor vehicle citations? If yes, give dates and types of citations (do not include parking citations).

Have you ever been convicted of a crime other than a minor traffic violation? If yes, give dates, offense, charges.*

Since starting at Marquette University have you had any interaction with MUPD? If yes, please provide describe including approximate dates:

****A conviction will not automatically bar you from employment. Each conviction will be considered with respect to time circumstances, seriousness, and relationship to job applied for.***

QUESTIONNAIRE

1. Have you ever worked a night shift before? _____
2. Are you available to work weekends? _____
3. Approximately how many hours are you looking to work per week? _____
4. How did you hear about open positions at the Department of Campus Safety?
 - JobConnection
 - Facebook / Instagram / Snapchat
 - Advertising (brochure, flyer, poster, tv, etc.)
 - DCS/MUPD Website
 - SPARK / O-Fest
 - Tabling
 - Friend, if DCS employee, name: _____
 - Other: _____

APPLICATION CERTIFICATION

I certify, to the best of my knowledge, that all information provided is accurate and complete. I authorize Marquette University to investigate my references, past employment, education, credit, and criminal history. I understand that any job offers, or subsequent employment may be conditioned on the University's receipt of a satisfactory background check and agree to cooperate in such inquiry. I understand that any misrepresentation, omission, or falsification of information provided by me on this application, or any related document may result in rejection of my application or for termination if the falsification or misrepresentations are discovered after I am employed. **I acknowledge that I have read this section, understand it, and agree to these terms.**

Signature: _____ Date: _____

It is the policy of Marquette University to provide equal employment opportunities (EEO) to all employees and applicants without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, protected veteran status or any other applicable federal or state-protected classification.