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|  | **For Internal Use Only**  GPA:  Reviewed by:  Decision: |

REED COLLEGE

MALS OFFICE

3203 SE Woodstock Boulevard, Portland, Oregon 97202-8199  
*phone: 503-777-7259 fax: 503-517-7345*



**MALS Student Worker Application**

|  |  |
| --- | --- |
| Name: | Reed ID: |
| Mailing address: | Phone: |
| Email address: | Units earned: |

I confirm I am/will be enrolled in the Fall 2024 term and will complete my course(s). I understand that I am required to be enrolled in the Fall 2024 term in order to be eligible for student work.

(Yes or No):

I confirm that I will perform all work while living in the state of Oregon. Work for the college must be performed within the state of Oregon; students are not eligible for student work while out of state. (Yes or No):

**SCHEDULING**

Approximately how many hours are you available to work in a week:

What days/times are you available (not restricted to business hours):

Are you able to work August 19 – December 13, 2024 (observing holidays per academic calendar):

If not, when is your preferred start and end date:

Are you able to work in the MALS office, Eliot 203:

Are you able to work remotely at times, if needed:

**TECHNICAL SKILLS**

Please note your proficiency level in the following applications as Beginner, Intermediate, or Expert:

|  |  |  |
| --- | --- | --- |
| Microsoft Word: | Microsoft Excel: | Cascade CSM: |
| Adobe Acrobat: | Adobe Photoshop: | Adobe InDesign: |

Other:

**EXPERIENCE**

Below, please describe any experience you feel could be applicable to the position.

**OBJECTIVE**

Below, please explain your motivation for applying to work for the MALS office.