

PUBLIC SAFETY STUDENT POSITION REQUIREMENTS

1. Must be enrolled at ISU for at least six (6) credits and have at least two (2) semesters remaining at ISU; otherwise must be a full-time student for the duration of employment.
2. Maintain a minimum 2.0 GPA.
3. Background check required.
4. Expected to work assigned hours (at least 20 per week).
5. Must be available for, and successfully complete, a 40-hour course of instruction. A date will be announced later.
6. Four (4) month probationary period and evaluation process.
7. Rate of pay is established by the ISU Administration.

PUBLIC SAFETY STUDENT POSITION DETAILS

Ticket Writer/Information Booth	These positions are scheduled to work before or after class Monday through Friday, 7:30 am to 4 pm during the Fall and Spring semesters.
Office Worker	These positions are scheduled to work before or after Class Monday through Friday, 8 am to 5 pm during the Fall and Spring semesters.
Dispatcher/Security Patrol	These positions are scheduled to work shift work before or after class. The primary shifts are day (8am to 4pm), swing (4pm to 12am), and midnight (12am to 8am), seven days a week.
Maintenance/Special Events	These positions are hired on a more seasonal basis and do not entail regular work hours.

ISU DEPARTMENT OF PUBLIC SAFETY
APPLICATION FOR STUDENT EMPLOYMENT

Date _____

- I am applying for the position of:
- Ticket Writer
 - Information Booth
 - Office Worker (requires 35 wpm typing)
 - Dispatcher (requires 40 wpm typing)
- I want to work _____ hours per week.
- Security Patrol
 - Maintenance
 - Special Events
 - Other _____

If I am selected for a dispatcher position or security patrol position, I understand that shift work is REQUIRED and I am willing to work any shift.

Name _____ Email _____

Bengal ID# _____ Phone# _____

Local Address: _____
Street City State/Zip

How much longer will you be attending ISU? _____

Are you work study eligible at ISU? _____

Are you physically able to lift and carry 25-50 pounds and/or work outside in all weather conditions?

List below any additional training that you feel would assist you in the job for which you are applying.
(Use of two-way radio, law enforcement classes or training, special training dealing with law, firearms, crowd control, etc.)

EXPERIENCE

List below all jobs you have held in the last three (3) years and explain your reason for leaving.

1. _____
Employer Name/Address/Phone # _____ Position _____

Dates of Service/Reason for leaving _____
2. _____
Employer Name/Address/Phone # _____ Position _____

Dates of Service/Reason for leaving _____
3. _____
Employer Name/Address/Phone # _____ Position _____

Dates of Service/Reason for Leaving _____

If you have ever been discharged for cause, and feel that mitigating circumstances justify an explanation on your part, please explain the nature of the discharge and the mitigating circumstances.

Where employed _____ Your Position _____

Reason for discharge _____

Your explanation and comments _____

List any crimes (felony or misdemeanor) that you have been convicted of. Also, list any convictions for reckless driving, driving while suspended and driving under the influence. (Use other side if necessary.)

(Date/Place of arrest)	(Offense)
	Decision)

Has your privilege to drive ever been suspended or revoked? _____

Comments _____

PERSONAL REFERENCES

Please provide three - not related to you (with their phone numbers):

1. _____

2. _____

3. _____

ATTACH A COPY OF A CURRENT CLASS SCHEDULE

Hours Available	Mon	Tue	Wed	Thurs	Fri	Sat	Sun	Total Hours
From:								
To:								
From:								
To:								