

# Western Nevada College

## Application for Part-time Professional Employment

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NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
(City, State, Zip)

HOME TELEPHONE: \_\_\_\_\_ WORK TELEPHONE: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

### IN WHICH OF THE FOLLOWING INSTRUCTIONAL LOCATIONS ARE YOU AVAILABLE TO TEACH?

- |                                      |                                    |  |   |
|--------------------------------------|------------------------------------|--|---|
| <input type="checkbox"/> Carson City | <input type="checkbox"/> Fallon    | <input type="checkbox"/> Lovelock      | <input type="checkbox"/> Yerington              |
| <input type="checkbox"/> Dayton      | <input type="checkbox"/> Fernley   | <input type="checkbox"/> Virginia City | <input type="checkbox"/> Other. Please specify: |
| <input type="checkbox"/> Douglas     | <input type="checkbox"/> Hawthorne | <input type="checkbox"/> Zephyr Cove   | _____   |

ARE YOU AVAILABLE TO TEACH:     Day Classes?     Night Classes?     Weekend Classes?

WHAT NIGHTS ARE YOU AVAILABLE TO TEACH?:     Mon     Tue     Wed     Thu     Fri     Sat

### PLEASE SELECT THE DISCIPLINES FOR WHICH YOU ARE QUALIFIED TO TEACH:

- |  |  |  |   |
|--|--|--|---|
| <input type="checkbox"/> Accounting          | <input type="checkbox"/> Early Childhood Educ.   | <input type="checkbox"/> Graphic Design        | <input type="checkbox"/> Nursing                |
| <input type="checkbox"/> Agriculture         | <input type="checkbox"/> Economics               | <input type="checkbox"/> History               | <input type="checkbox"/> Philosophy             |
| <input type="checkbox"/> American Sign Lang. | <input type="checkbox"/> Education               | <input type="checkbox"/> Home Economics        | <input type="checkbox"/> Physics                |
| <input type="checkbox"/> Anthropology        | <input type="checkbox"/> Electronics             | <input type="checkbox"/> Human Dev/Family Stud | <input type="checkbox"/> Political Science      |
| <input type="checkbox"/> Art                 | <input type="checkbox"/> Emergency Medical Svcs  | <input type="checkbox"/> Humanities            | <input type="checkbox"/> Psychology             |
| <input type="checkbox"/> Astronomy           | <input type="checkbox"/> Engineering             | <input type="checkbox"/> Journalism            | <input type="checkbox"/> Real Estate            |
| <input type="checkbox"/> Automotive          | <input type="checkbox"/> English                 | <input type="checkbox"/> Laboratory Technology | <input type="checkbox"/> Rec, Phys Ed & Dance   |
| <input type="checkbox"/> Biology             | <input type="checkbox"/> Environmental Studies   | <input type="checkbox"/> Law                   | <input type="checkbox"/> Social Work            |
| <input type="checkbox"/> Chemistry           | <input type="checkbox"/> Foreign Lang (specify): | <input type="checkbox"/> Library Technology    | <input type="checkbox"/> Sociology              |
| <input type="checkbox"/> Computer Technology | _____  | <input type="checkbox"/> Machine Tool Technol  | <input type="checkbox"/> Speech & Theatre       |
| <input type="checkbox"/> Construction        | <input type="checkbox"/> Geographic Info Systems | <input type="checkbox"/> Management            | <input type="checkbox"/> Welding                |
| <input type="checkbox"/> Counseling          | <input type="checkbox"/> Geography               | <input type="checkbox"/> Marketing             | <input type="checkbox"/> Other (please specify) |
| <input type="checkbox"/> Criminal Justice    | <input type="checkbox"/> Geology                 | <input type="checkbox"/> Mathematics           | _____   |
| <input type="checkbox"/> Drafting            | <input type="checkbox"/> Graphic Arts            | <input type="checkbox"/> Music                 |   |

**PLEASE ATTACH TRANSCRIPTS**

**EDUCATION:** Please list in sequence beginning with the most recent college, university or trade school first.

Dates of Attendance: \_\_\_\_\_ Highlights:  
School: \_\_\_\_\_  
Location: \_\_\_\_\_  
Degree: \_\_\_\_\_  
Major \_\_\_\_\_  
Date of Degree: \_\_\_\_\_

Dates of Attendance: \_\_\_\_\_ Highlights:  
School: \_\_\_\_\_  
Location: \_\_\_\_\_  
Degree: \_\_\_\_\_  
Major \_\_\_\_\_  
Date of Degree: \_\_\_\_\_

Dates of Attendance: \_\_\_\_\_ Highlights:  
School: \_\_\_\_\_  
Location: \_\_\_\_\_  
Degree: \_\_\_\_\_  
Major \_\_\_\_\_  
Date of Degree: \_\_\_\_\_

Dates of Attendance: \_\_\_\_\_ Highlights:  
School: \_\_\_\_\_  
Location: \_\_\_\_\_  
Degree: \_\_\_\_\_  
Major \_\_\_\_\_  
Date of Degree: \_\_\_\_\_

Dates of Attendance: \_\_\_\_\_ Highlights:  
School: \_\_\_\_\_  
Location: \_\_\_\_\_  
Degree: \_\_\_\_\_  
Major \_\_\_\_\_  
Date of Degree: \_\_\_\_\_

Attach additional sheets if necessary.

**PLEASE ATTACH RESUME**

**POSITIONS PREVIOUSLY HELD:** Please list in sequence beginning with the most recent position.

Dates of Employment: \_\_\_\_\_ Specific responsibilities:  
Employer: \_\_\_\_\_  
Location: \_\_\_\_\_  
Job Title: \_\_\_\_\_  
Was this a full-time position?  Yes  No  
If part-time, number of hours per week \_\_\_\_\_

Dates of Employment: \_\_\_\_\_ Specific responsibilities:  
Employer: \_\_\_\_\_  
Location: \_\_\_\_\_  
Job Title: \_\_\_\_\_  
Was this a full-time position?  Yes  No  
If part-time, number of hours per week \_\_\_\_\_

Dates of Employment: \_\_\_\_\_ Specific responsibilities:  
Employer: \_\_\_\_\_  
Location: \_\_\_\_\_  
Job Title: \_\_\_\_\_  
Was this a full-time position?  Yes  No  
If part-time, number of hours per week \_\_\_\_\_

Dates of Employment: \_\_\_\_\_ Specific responsibilities:  
Employer: \_\_\_\_\_  
Location: \_\_\_\_\_  
Job Title: \_\_\_\_\_  
Was this a full-time position?  Yes  No  
If part-time, number of hours per week \_\_\_\_\_

Dates of Employment: \_\_\_\_\_ Specific responsibilities:  
Employer: \_\_\_\_\_  
Location: \_\_\_\_\_  
Job Title: \_\_\_\_\_  
Was this a full-time position?  Yes  No  
If part-time, number of hours per week \_\_\_\_\_

Attach additional sheets if necessary.

**PERSONAL REFERENCES:** List three (3) individuals who have knowledge of your professional competencies.

Name	Job Title or Position	Business Address	Business Phone

**SIGNATURE:**

I certify that the information that I have provided in applying for this position is true and complete to the best of my knowledge and belief. I give WNC and its authorized agents permission to verify and/or disclose any information given in connection with this application when checking the references listed on this application. I acknowledge that any misstatement or omission in the application materials may be cause for elimination from further consideration or dismissal if hired. I understand that an incomplete application packet may delay or prevent employment opportunities with WNC. This application and all supporting documentation shall become the property of WNC and will not be returned to me.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

**INSTRUCTIONS:**

Please send your completed application to:

Western Nevada College  
Human Resources  
2201 West College Parkway  
Carson City NV 89703

Telephone: (775) 445-4237  
Email: [personnel@wnc.edu](mailto:personnel@wnc.edu)

*Western Nevada College, an institution of the Nevada System of Higher Education, and an affirmative action/equal opportunity employer, values diversity in it's work force and does not discriminate on the basis of race, creed, color, age, religion, sexual orientation, national origin, disabilities or veteran's status. WNC employs United States citizens and persons lawfully authorized to wok in the United States. All qualified individuals are encouraged to apply.*