

101 Fort Avenue
 Keyser, West Virginia 26726
 (304) 788-6827
http://www.potomacstatecollege.edu/about/job_opportunities.html

Office Hours:
 Monday–Friday,
 8:00 a.m.– 5:00 p.m.

Please check one:

Current Status

- | | |
|--|--|
| <input type="checkbox"/> Internal Applicant
(Currently employed by WVU; including PSC, as full-time or part-time classified or non-classified FE/AP, faculty benefits-eligible employee) | <input type="checkbox"/> External Applicant
(Casual worker, former employee, Mountaineer Temps, Research Corp., seasonal worker, student worker, WVU Hospitals, WVU retiree, or not employed by WVU) |
|--|--|

Have you ever been employed by WVU or PSC? Yes No

Are you a current Mountaineer Temp? Yes No

Classified or Senior/Mountaineer Temp Employment Only Position Interest Form

Name: _____	(Last)	(First)	(Middle)
Telephone: _____	(Home)	(Alternate)	E-mail: _____

Instructions for Classified or Senior/Mountaineer Temp Employment:

- To apply for a position, you must have a complete Potomac State College of WVU Employment Application on file within the last year, which can be attained at http://www.potomacstatecollege.edu/about/job_opportunities.html.
- Please submit a Position Interest Form for each position for which you seek consideration.
- If you are currently employed at WVU or Potomac State College of WVU and have not completed your six month probationary period, please submit a waiver from your current supervisor in order to be considered for a new position. The waiver must be provided to HR along with your PIF or application and submitted prior to the closing date of the position.
- Should you obtain employment with WVU, including Potomac State College of WVU, and wish to apply for another position at a later date, you **must complete** a new application reflecting your current employment status with the university.

I wish to apply for the following position:		
Position Title: _____		
Position Number: _____		
Department: _____		
Only applicants applying for a position in which they will operate a vehicle for WVU are required to provide the following information:		
Do you possess a current and valid driver's license? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Driver's License Number: _____		State: _____
Class: _____	Endorsements: _____	Expires: _____