**National University of Kaohsiung**

**Part-time Administrative Student Assistantship Application Form**

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| --- | --- | --- | --- |
| Name |  | Gender | □Male □Female |
| Cell No. | 09- |
| Mailing Address | ( ) |
| StudentID No. |  |
| **Education Background** |
| Degree | Major |
| B.A. |  |
|  |  |
| **Work Experience** |
| Job Title | Job Description |
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| **Work Skills (Check items you are able to manage)** |
| □Video camera setting | □Answering phones |
| □keys borrowing prior to class starting | □Maintain IMBA website |
| □Online magazine printing | □Collect & dispatch Official Documents |
| □Activity photos taking | □Essential messages releasing |
| □Classroom equipment setting | □Post-activity cleaning |
| **Autobiography (300~500 Words)** |
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