The Office of New Student Programs (ONSP) is seeking applicants for a Parking Attendant to assist in the delivery of the University of Michigan Orientation program which serves over 6000 new students and their parents and families. The Office of New Student Programs is a unit reporting to the Office of the Provost, which administers the following programs: New Student Orientation, Parent and Family Orientation, Parent and Family Weekend, Welcome to Michigan, Arts at Michigan, Transfer Connections, University Mentorship, Student Veterans Assistance Program and the UM Educational Theatre Company.

Compensation and Time Commitment:
✓ Start Date: Monday, June 5, 2017
✓ End Date: Wednesday, August 2, 2017
✓ Approximately 10 hours per week
  o 7am-9:30am, Sunday-Wednesday
✓ Hourly rate: $9.00

Job Description
As an orientation parking attendant, you will be the one of the first points of contact for incoming students and their families. We are counting on you to give them a great first impression of the University of Michigan!

✓ Greet students and families as they arrive to the Forest Street Parking Structure.
✓ Expedite the parking process by providing a parking pass to students staying overnight for orientation as well as give clear directions regarding the parking pass process.
✓ Communicate with the Orientation Leader team, as needed.
✓ Be familiar with all program locations (both parent and student) and give directions, as needed.
✓ Daily set up of parking signage.

Expectations
✓ Attend and be on time for all assigned shifts.
✓ Provide outstanding customer service and conduct in appropriate behavior as a representative of the University of Michigan.
✓ Maintain a positive attitude and disposition at all times.
✓ Work may require the ability to lift materials as needed-up to 50lbs.
**Orientation Parking Attendant**

**Application 2017**

**Office of New Student Programs**

1100 LSA Building
Ann Arbor, MI 48109-1382
(734) 764-6413

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<table>
<thead>
<tr>
<th>Name:</th>
<th>UMID #:</th>
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<tbody>
<tr>
<td>E-mail Address:</td>
<td></td>
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**Campus/local address:**

| Street: |  |
| City, State ZIP: | ⭕ Home ⭕ Cell Phone #: |

**Permanent address:**

| I am a/an: | ⭕ Michigan resident/in-state student ⭕ Out-of-state student |
| Street: |  |
| City, State ZIP: | ⭕ Home ⭕ Cell Phone #: |

**Academic Unit:**
- Architecture & Urban Planning
- Art & Design
- Ross School of Business
- Comprehensive Studies Program
- Dental Hygiene
- Education
- College of Engineering
- Program in the Environment
- Honors Program
- School of Kinesiology
- Literature, Science, and the Arts
- School of Music, Theatre & Dance
- School of Nursing
- College of Pharmacy
- Ford School of Public Policy
- Residential College

**Current academic year:**
- Freshman
- Sophomore
- Junior
- Senior - I will be graduating in May, 2017
- Other: __________________________

**Major/Concentration:** __________________________

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**Statement on demographic information:** *This information is completely optional.* Any information you self-disclose will be used for statistical purposes to track who is applying for positions and to determine how we can better market our positions to historically underrepresented groups.

We desire a diverse applicant pool and strive to group diverse team members together to best serve all students.

<table>
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<tr>
<th>Gender:</th>
<th>Age:</th>
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<tr>
<td>I consider myself a member of this/these racial/ethnic group(s): (check all that apply)</td>
<td>Other personal characteristics: (check all that apply)</td>
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</tbody>
</table>
- African American/Black
- Native American/Alaskan Native
- Asian/Pacific Islander
- Hispanic/Latino
- White/Caucasian
- Other: |
- I am differently-abled
- First person in my family to attend college
- Gay/Lesbian/Bisexual/Transgender
- International student
- Veteran
- Other: |

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Continues on back ➔
Information verification

I certify that my answers are true and complete and I give the Office of New Student Programs permission to verify my academic and judicial standing as well as other any information included in this application. If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature (required)       Date

RETURN COMPLETED APPLICATION BY FRIDAY, APRIL 18 TO:

Tracy Darnell
(tdarnell@umich.edu)

Tappan Street Auxiliary Building, 609 Tappan Street
Ann Arbor, MI  48109