**OFFICE OF EDUCATIONAL INNOVATION & EVALUATION**

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**GRADUATE ASSISTANT APPLICATION**

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| APPLICANT INFORMATION | | | | | | | | | | | | | | | | | | | | | | | | |
| Date of Application | | | Name | | | | | | | | | | Phone | | | | | | | SSN | | | | |
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| Present Address | | | | | | | | | | | | | | | | | | | | | | | | |
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| Permanent Address | | | | | | | | | | | | | | | | | | | | | | | | |
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| E-mail |  | | | | | | | | | | | | | | | | | | | | | | | |
| WORK AVAILABILITY | | | | | | | | | | | | | | | | | | | | | | | | |
| Are you currently enrolled in at least 6 cr. Hrs. of graduate level courses? | | | | | | | Yes No | | | | | | What date are you available to begin work? | | | | | \_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_/\_\_\_\_\_\_\_ | | | | | | |
| **If “No,”** when will you be a graduate student enrolled in at least 6 cr. Hrs.? | | | | | | | \_\_\_\_\_\_ Term \_\_\_\_\_\_\_ Year | | | | | | How many hours per week are you available to work? | | | | | □ 10 hrs. □ 20 hrs. | | | | | | |
| RESEARCH, ANALYTICAL and TEAMWORK SKILL LEVELS  Check the number that best describes your skill level: 1 No Experience; 2 Some Experience; 3 Proficient. | | | | | | | | | | | | | | | | | | | | | | | |
| **Computer Skills** | | | | | | **Data Skills** | | | | | | **Analytical Skills** | | | | | | | **Instrument Development** | | | | |
|  | | **1** | | **2** | **3** |  | | | **1** | **2** | **3** |  | | | **1** | **2** | **3** | |  | | **1** | **2** | **3** |
| SPSS | | 🞎 | | 🞎 | 🞎 | Data entry and verification | | | 🞎 | 🞎 | 🞎 | Document Reviews | | | 🞎 | 🞎 | 🞎 | | Survey  Development | | 🞎 | 🞎 | 🞎 |
| MS Word | | 🞎 | | 🞎 | 🞎 | Creating graphs and tables | | | 🞎 | 🞎 | 🞎 | Content Analysis | | | 🞎 | 🞎 | 🞎 | | Interview Protocol Development | | 🞎 | 🞎 | 🞎 |
| MS Excel | | 🞎 | | 🞎 | 🞎 | Technical Writing | | | 🞎 | 🞎 | 🞎 | Coding Qualitative Data | | | 🞎 | 🞎 | 🞎 | | Observational Tool Development | | 🞎 | 🞎 | 🞎 |
| MS PowerPoint | | 🞎 | | 🞎 | 🞎 | Online Survey Formatting | | | 🞎 | 🞎 | 🞎 | Descriptive Statistics | | | 🞎 | 🞎 | 🞎 | | **Literature Research Skills** | | | | |
| Qualtrics | | 🞎 | | 🞎 | 🞎 | Conducting Interviews | | | 🞎 | 🞎 | 🞎 | Analysis of Variance | | | 🞎 | 🞎 | 🞎 | | Academic Literature Searches | | 🞎 | 🞎 | 🞎 |
| Adobe Acrobat | | 🞎 | | 🞎 | 🞎 | Facilitating Focus Groups | | | 🞎 | 🞎 | 🞎 | Multiple Regression | | | 🞎 | 🞎 | 🞎 | | Scopus | | 🞎 | 🞎 | 🞎 |
| Geographic Information Systems | | 🞎 | | 🞎 | 🞎 |  | | |  |  |  |  | | |  |  |  | |  | | 🞎 | 🞎 | 🞎 |
| **Team Work** | | | | | | **Have you participated in a community service activity during the past year? If yes, give the name of the activity/organization.** | | | | | | | | | | | | | | | | | |
| Problem Solving | | 🞎 | | 🞎 | 🞎 |  | | | | | | | | | | | | | | | | | |
| Multitasking | | 🞎 | | 🞎 | 🞎 |  | | | | | | | | | | | | | | | | | |
| Oral Communication | | 🞎 | | 🞎 | 🞎 |  | | | | | | | | | | | | | | | | | |
| Creative Thinking | | 🞎 | | 🞎 | 🞎 |  | | | | | | | | | | | | | | | | | |
| Flexibility | | 🞎 | | 🞎 | 🞎 |  | | | | | | | | | | | | | | | | | |
| Research Methodology and Statistics Courses Taken | | | | | | | | | | | | | | | | | | | | | | | | |
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| ACADEMIC PURSUIT | | | | | | | | | | | | | | | | | | | | | | | | |
| Degree Sought: | | Masters | | | | Doctorate | | Area of Specialization: | | | | | |  | | | | | | | | | | |
| APPLICANT SIGNATURE | | | | | | | | | | | | | | | | | | | | | | | | |
| *By signing this application, I agree that the information provided is true and correct to the best of my knowledge.* | | | | | | | *Applicant Signature Date* | | | | | | | | | | | | | | | | | |

Please print, sign/date, and return your completed application with your resume and

a letter explaining your interest in and qualifications for this position.

*Thank you for your interest in employment with the Office of Educational Innovation and Evaluation at KSU.*