OFFICE OF EDUCATIONAL INNOVATION & EVALUATION

2323 Anderson Avenue, Suite 220, Manhattan, KS 66502

(785) 532-5930 *Office*   (785) 532-7185 *Fax*

oeie@ksu.edu

GRADUATE ASSISTANT APPLICATION

APPLICANT INFORMATION

Date of Application	Name	Phone	SSN

Present Address

Permanent Address

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	1	2	3	Data Skills	1	2	3	Analytical Skills	1	2	3	Instrument Development	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

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.