STUDENT EMPLOYMENT APPLICATION INSTRUCTIONS

HOW TO APPLY

1. Complete the employment application (original signature required).
2. Complete the attached skills and references form on the following pages.
3. Reference the specific position you are interested in on the application materials. You may also indicate interest in “All Undergraduate Positions,” “All Graduate Positions,” or a combination of any of the above.
4. Email or mail these documents, along with a cover letter, your resume, and transcript(s) of your college coursework to the following:

   Email: students@arl.utexas.edu

   Mail:  Applied Research Laboratories
          The University of Texas at Austin
          P O Box 8029
          Austin, TX 78713-8029
          Attn: Human Resources

Positions are located at the ARL:UT facilities on the Pickle Research Campus (PRC) in Northwest Austin, and transportation is available via Capital Metro and/or the PRC Shuttle.

U.S. Citizenship is required.
Applicants selected for student positions in our research laboratories will be subject to a government security investigation and must meet eligibility requirements for access to classified information at the level appropriate to the project requirements of the position.
Check all skills that you could use immediately in a job requiring such skills. These skills must have been acquired through coursework, training, or experience.

### LANGUAGES:
- [ ] ADA
- [ ] Bash
- [ ] C
- [ ] C++
- [ ] Fortran
- [ ] Java
- [ ] Objective-C
- [ ] Pascal
- [ ] Perl
- [ ] Python
- [ ] Ruby
- [ ] Tcl/Tk
- [ ] Verilog
- [ ] VHDL
- [ ] Other:

### SOFTWARE PACKAGES:
- [ ] LabView
- [ ] Lab Windows
- [ ] MathCAD
- [ ] Matlab
- [ ] Mathematica
- [ ] OrCAD
- [ ] PADS
- [ ] Pro/Engineer
- [ ] SolidWorks

### OPERATING SYSTEMS:
- [ ] Familiar with:
  - MAC
  - UNIX
  - LINUX
  - Windows
- [ ] Developer on:

### LIBRARIES:
- [ ] X11/Motif
- [ ] Java/Swing
- [ ] MFC
- [ ] MPI
- [ ] PVM
- [ ] IDL
- [ ] OpenGL
- [ ] Java3D
- [ ] SQL
- [ ] ODBC
- [ ] JDBC
- [ ] CORBA
- [ ] Java RMI
- [ ] RPC
- [ ] OBJ orien DBs:
- [ ] Other:

### OFFICE AUTOMATION:
- [ ] Access
- [ ] Drawing Prog:
- [ ] Filemaker Pro
- [ ] Framemaker
- [ ] MS Access
- [ ] MS Excel
- [ ] MS Outlook
- [ ] MS Powerpoint
- [ ] MS Publisher
- [ ] MS Visio
- [ ] MS Word
- [ ] Open Office
- [ ] Other:

### WEB:
- [ ] CSS
- [ ] HTML
- [ ] XML
- [ ] Javascript
- [ ] iQuery
- [ ] JSP
- [ ] PHP
- [ ] Other:

### ELECTRONICS:
- [ ] Analog
- [ ] Cable Construction
- [ ] Computer Assembly
- [ ] CPLD/FPGA
- [ ] Digital
- [ ] Microcontrollers
- [ ] Op Amp Circuits
- [ ] PCB Layout
- [ ] Power Supply Design
- [ ] Radio
- [ ] Test Equipment
- [ ] Manual Soldering

### ENGINEERING:
- [ ] Drafting
- [ ] Dynamics
- [ ] Electronics packaging
- [ ] Finite element modeling
- [ ] Fluid mechanics
- [ ] Heat transfer
- [ ] Machine Shop
- [ ] Materials science
- [ ] Mechanics
- [ ] Operations
- [ ] Other:

### WRITING/EDITING:
- [ ] Publication Record (attach)
- [ ] Tech/Engr or Scientific Presentations
- [ ] Software Documentation
- [ ] System Documentation
- [ ] Other:

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I certify that the above information is correct. I understand that any false statements made herein will void my Application and any actions based on it.

*By typing in the signature below, this represents the applicants official signature on this form.*

SIGNATURE OF APPLICANT: ___________________________ DATE: ___________
APPLIED RESEARCH LABORATORIES
ADDENDUM - REFERENCES/ADDITIONAL SCREENING
STUDENT POSITIONS

NAME: ___________________________ UT EID: ___________________________

EMAIL: ___________________________ ______________________________________

DAYS/TIMES available for interviews: ______________________________________

Semester of Interest (please check all that apply):  Fall ☐  Spring ☐  Summer ☐

Please provide three work/school related references with associated information:

1. NAME: ___________________________ EMAIL: ___________________________

2. NAME: ___________________________ EMAIL: ___________________________

3. NAME: ___________________________ EMAIL: ___________________________

U.S. citizenship required. Applicants selected for student positions in our research laboratories will be subject to a government security investigation and must meet eligibility requirements for access to classified information at the level appropriate to the project requirements of the position.

Are you a U.S. citizen? Yes ☐  No ☐

An agency designated by the federal government handles the investigation as to the requirement for eligibility for access to classified information. Factors considered during this investigation include but are not limited to allegiance to the U.S., foreign influence, foreign preference, criminal conduct, security violations, drug involvement, the likelihood of continuation of such conduct, etc. Are you willing to provide the required information for this investigation?   Yes ☐  No ☐

I hereby give the ARL:UT HR Office permission to contact the above references and to access my UT Austin transcript and to release any of the above information to an ARL hiring manager or interviewer as part of ARL’s recruiting process.

By typing in the signature below, this represents the applicant’s official signature on this form.

SIGNATURE OF APPLICANT: ___________________________ DATE: ___________________________

If you prefer, you may mail the application for employment and this completed form to
Applied Research Laboratories
ATTN: HR Office
The University of Texas at Austin
P.O. Box 8029
Austin, TX 78713-8029

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