

# ANTICIPATED SCHEDULE AVAILABILITY (BY MONTH)

Sales Assistant I – Split Rock Lighthouse Position

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Name of staff or applicant

I. Part I concerns availability in the specific time periods that make up the season. The two middle columns, *yes/no* and 1-5, require your written responses for each time period listed.

Time period	Can work? Circle one	Available and wish to work this number of days per week (circle one)	Limitations/explanations/ comments
May 15 – 31	Yes / No	1 – 2 – 3 – 4 – 5	
June	Yes / No	1 – 2 – 3 – 4 – 5	
July	Yes / No	1 – 2 – 3 – 4 – 5	
August	Yes / No	1 – 2 – 3 – 4 – 5	
Sept.	Yes / No	1 – 2 – 3 – 4 – 5	
Oct 1 – 24	Yes / No	1 – 2 – 3 – 4 – 5	

II. Describe fully **ALL** factors that affect or limit your availability:

>School? (List specific dates and/or specific days per week. Indicate if spring or fall or both.)

>Other Jobs? (List specific days of the week.)

>Other limitations, commitments (planned vacations, etc)? List specific dates or days of the week.

