

## JQH Arena, Hammons Student Center, and Plaster Sports Complex Employment Application

### Applicant Information

Full Name:			Date:	
Local Address:				
Permanent Address:				
Phone:	( )	Alternate Phone:	( )	
Date Available:		Do you have a Social Security # YES <input type="checkbox"/> NO <input type="checkbox"/>	Birth date:	
Email Address:	_____			

### Education and Miscellaneous

Hours Completed	MSU Campus:	Hours Completed	Transfer Credits:
Hours Enrolled:		Graduation Date:	
Previous Semester GPA:		Cumulative GPA:	
Major:		Minor	

\*Student employees must remain in good academic standing according to Missouri State University academic policy\*

Are you a Visa Student? YES  NO

If yes, have you completed a work permit with International Students? YES  NO

Are you in the Work Study Program? YES  NO

Are you receiving an athletic scholarship? YES  NO  If yes, which sport? \_\_\_\_\_

Are you able and willing to work nights and weekends? YES  NO

Have you had cash management responsibilities? YES  NO

Have you been, or are you currently employed by MSU? YES  NO

If yes, which department? \_\_\_\_\_

Please list your class schedule and / or any other time commitments:

Monday \_\_\_\_\_

Tuesday \_\_\_\_\_

Wednesday \_\_\_\_\_

Thursday \_\_\_\_\_

Friday \_\_\_\_\_

Saturday \_\_\_\_\_

Sunday \_\_\_\_\_

Please read the brief descriptions below and indicate your first, second, and third choice :

- \_\_\_\_\_ **Equipment Issue:** Working with the public in taking phone reservations and issuing equipment. Some laundry work involved and fee collecting. Students work regular schedules.
- \_\_\_\_\_ **Receptionist:** Extensive work with the public in person and via telephone. Collect guest fees and provide information. Students work regular schedules.
- \_\_\_\_\_ **Custodial:** Work with custodial crew in cleaning and set-up duties. Offers both regular schedules and special event work opportunities.
- \_\_\_\_\_ **Audio-Visual:** Work in set-up, operation, and tear down of equipment for special events (athletic and concerts). Regular schedules are limited and special event work opportunities available.
- \_\_\_\_\_ **Lifeguard:** Lifesaving Certificate Required. Life guarding shifts plus pool maintenance and cealning required. Students work regular schedules.
- \_\_\_\_\_ **Usher/Security:** Support service for event audience. Includes ticket collecting, assist patrons to reserved seats and other aspects of crown control. Extensive interaction with patrons. Limited clean-up work required. Dress code required with some apparel provided.. Only special event work opportunities available.
- \_\_\_\_\_ **Student Manager:** Management and operations . Extensive work with the public as well as MSU personnel. Previous employment with MSU required. Students work required schdules during weekends nad evenings.

**References (Please list two references (excluding relatives or previous employers))**

Full Name:		Relationship:	
Phone:	(    )		
Full Name:		Relationship:	
Phone:	(    )		

**Previous Employment**

Company:		Phone:	(    )
Address:		Supervisor:	
Job Title:			
Responsibilities:			
From:	To:	Reason for Leaving:	

May we contact your previous supervisor for a reference?    YES  NO

Company:		Phone:	(    )
Address:		Supervisor:	
Job Title:			
Responsibilities:			
From:	To:	Reason for Leaving:	

May we contact your previous supervisor for a reference?    YES  NO

Company:		Phone:	(    )
Address:		Supervisor:	
Job Title:			
Responsibilities:			
From:	To:	Reason for Leaving:	

May we contact your previous supervisor for a reference?    YES  NO

**Disclaimer and Signature**

*I certify that my answers are true and complete to the best of my knowledge. If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.*

Signature:		Date:	
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