

Application for Employment

Return to careers@msmuseumart.org
 Completed applications may also be left at the
 Museum with the front desk associate.

The Mississippi Museum of Art ("the Museum") is an Equal Employment Opportunity Employer and all decisions will be based on the principles of equal opportunity. All personnel actions (recruiting, hiring, training, promotion, compensation, et al) are administered without regard to any characteristic protected by state, federal or local law, assuming said characteristic does not interfere with the performance of essential job functions. Reasonable accommodations will be made for disabilities and religious beliefs. Please inform us of any necessary accommodations to the application process.

Please print.

Applicant Name: First			Middle			Last					
Address				City				State		Zip	
Best Telephone Number						Best Email					
Position								Date of Application			
Museum Gallery Attendant											

How did you learn about Mississippi Museum of Art?

- Advertisement—Specify: _____
 Employment Agency—Specify: _____
 Employee Referral—Which employee? _____
 Other—Specify: _____

Have you applied for a position with us before? No Yes—Specify date: _____

Have you ever been employed with us before? No Yes—Specify date and position: _____

Are you currently employed? No Yes

Are you currently on "lay-off" status and subject to recall? No Yes

On what date would you be available for work? _____

Are you legally permitted to work in the United States? Yes No

NOTE: Proof of eligibility will be required within three working days of employment.

Are you 18 years of age or older? Yes No

Would you be willing to take drug tests at the Museum's request? No Yes

Have you ever gone by a name other than the one listed above? No Yes—Please list: _____

EDUCATION

List the last 3 schools attended, most recent first.

Name of School	Location

Years Attended	Area of Study

Diploma or Certificate obtained? Yes No

Name of School	Location

Years Attended	Area of Study

Diploma or Certificate obtained? Yes No

Name of School	Location

Years Attended	Area of Study

Diploma or Certificate obtained? Yes No

MILITARY SERVICE

Have you ever served in the U.S. military? Yes No

NOTE: If you answered "no" to the above question, please skip the rest of this section.

What was the length of your military service? From _____ To _____

What was your rank at time of discharge?

What type of training and work experience did you receive while in the military?

--

EMPLOYMENT HISTORY

List the last three positions held, most recent first.

Employer

City / State

Position Title and Duties

From

To

Why did you leave this job?

<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------

Employer

City / State

Position Title and Duties

From

To

Why did you leave this job?

<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------

Employer

City / State

Position Title and Duties

From

To

Why did you leave this job?

<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------

ADDITIONAL INFORMATION (Optional)

Awards or Honors Received

--

Professional Organizations or Activities

--

Civic Organizations or Activities

--

Do you have any foreign language skills? No Yes—Specify:

Can you perform all essential job functions as described in the position description with or without reasonable accommodation? Yes No

APPLICANT'S STATEMENT

The information provided in this application is true, to the best of my knowledge. I understand this is a preliminary application and that if I am offered employment by the Museum I will be asked to provide additional information at that time that may be used to conduct a background check. I will also be asked to agree to certain conditions of employment.

Signature of Applicant

Date

--	--

Return to careers@msmuseumart.org
Completed applications may also be left at the
Museum with the front desk associate.