



Application for Employment with the Kent State University
School of Art Collection & Galleries

Federal and state laws prohibit discrimination because of age, sex, color, race, religion, national origin, or disability. The Gallery is an equal opportunity employer.

Center for the Visual Arts
School of Art Collection & Galleries
Graduate Assistant to the Director
Tirzah Legg
tlegg1@kent.edu

Please print all information:

Name _____@kent.edu

Address _____ Telephone _____

Emergency contact _____ Relationship _____ Telephone _____

Year in program(freshman, soph, junior, senior) _____ Major/minor _____ Faculty advisor _____

Employment & Personal References:

1 _____
Employer/Name

Telephone

Address

Dates of Employment

List job title/describe duties

2 _____
Employer/Name

Telephone

Address

Dates of Employment

List job title/describe duties

3 _____
Employer/Name

Telephone

Address

Dates of Employment

List job title/describe duties

4 _____
Employer/Name

Telephone

Address

Dates of Employment

List job title/describe duties

5 _____
Employer/Name

Telephone

Address

Dates of Employment

List job title/describe duties

Special Skills:

Please list relevant experience & computer proficiencies (ie: Adobe suite, wall painting, etc):

Additional information/reason for interest in employment at the Gallery:

Statement & Signature:

Note: Incomplete applications may be rejected.

I declare and agree as follows: that the information provided by me in this application is true and complete. The Gallery may investigate any statements made in this record. Any misrepresentation or omission of facts in this application is cause for dismissal. Nothing in this application or in any other printed material regarding employment practices is to be considered as a guarantee of employment for a particular period of time nor a legal limitation on the right of the Gallery or the employee to terminate employment at any time and for any reason. Employment is at will.

Signature

Today's Date

Printed Name

Availability:

Fall Semester ____ Spring Semester ____

Shift Times and Days:

* be prepared to arrive 15 mins prior to the listed start of your shift and remain approx. 15 minutes after the end time of your shift*

Tuesday & Wednesday: 10-2 / 2-5

Thursday: 10-2 / 2-7

Friday: 10-2

Friday Receptions: 5-8

Saturday Downtown Gallery: 10-4

Please list shifts you are available to work:

Tuesday	Wednesday	Thursday	Friday	Saturday

Are you available for Receptions (usually) on Friday from 5pm-8pm? _____

Other notes on availability such as course load, other current on or off campus jobs, commute, etc.:
