

# EMPLOYMENT APPLICATION

Arizona-Sonora Desert Museum  
 2021 N. Kinney Road  
 Tucson, Arizona 85743  
 Business Phone: 520-883-1380  
 Fax: 520-883-2500

<b>PERSONAL INFORMATION</b>			Social Security Number	Office Use Only:
LAST NAME:	FIRST NAME:	MIDDLE:		
Mailing Address:			Home Phone	
City:	State	Zip:	Cell Phone	E-mail Address
<b>JOB INTEREST</b>			Are you over the age of 18 years? _____ (If no, you may be required to provide authorization to work.)	
Position(s) Applied For:	Available For:		Have you ever been a volunteer or worked at the Museum before? _____	
1. _____	Full-Time _____		If yes, when? _____ Position _____	
2. _____	Part-Time _____		List names of any relatives now working for the Museum. _____	
3. _____	Call-In (Scheduled/Irregular Hours) _____			
	Summer Only _____			
	Winter Only _____			
The MUSEUM is open seven days a week, including all holidays. Indicate days you are available for work: M Tu W Th F Sat Sun			Are you legally eligible to be employed in the United States? _____ (Proof of identify and eligibility will be required upon employment.)	
<b>EMPLOYMENT HISTORY</b>			<b>Start with present or most recent employer</b>	
Employer: _____	Dates of Employment	Position and Responsibilities: _____		
Address: _____	From: _____	Reason for Leaving: _____		
Telephone Number(s): _____	To: _____	Starting Pay Rate:	Final Pay Rate:	
Supervisor: _____	Hours worked per week:			
Employer: _____	Dates of Employment	Position and Responsibilities: _____		
Address: _____	From: _____	Reason for Leaving: _____		
Telephone Number(s): _____	To: _____	Starting Pay Rate:	Final Pay Rate:	
Supervisor: _____	Hours worked per week:			
Employer: _____	Dates of Employment	Position and Responsibilities: _____		
Address: _____	From: _____	Reason for Leaving: _____		
Telephone Number(s): _____	To: _____	Starting Pay Rate:	Final Pay Rate:	
Supervisor: _____	Hours worked per week:			
May we contact your present employer? Yes No				

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## EDUCATION

	Name & Address of School	Course of Study	Years Completed	Diploma/Degree
High School				
Undergraduate College				
Graduate Professional				
Other (Specify)				

## VOLUNTEER EXPERIENCE

Please list organizations and/or programs in which you have or are currently participating and describe your role(s).

Organization/Program	Your Role	Dates (From --To)

## ADDITIONAL INFORMATION

Summarize job-related skills and qualifications which you possess and feel that are relevant to the position for which you are applying.

Because public transportation is not available to the Museum, do you have adequate transportation available so that you can get to work on time every day that you are scheduled to work?

\_\_\_\_\_ YES      \_\_\_\_\_ NO

Have you ever been CONVICTED OF A CRIME? Exclude traffic violations other than DUI. A conviction record does not necessarily disqualify you from employment. Any relationship between the job you are seeking and the offense will be taken into account with other relevant factors. If YES, PLEASE EXPLAIN

\_\_\_\_\_ YES      \_\_\_\_\_ NO

I certify that answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in dismissal. I understand, also, that I am required to abide by all present and subsequently issued rules of the Museum.

I further understand that the Museum requires drug screening as part of the hiring process and that the Museum will revoke a job offer to any applicant who tests positive.

Please list at least three **professional references**. Include name, address, telephone number and occupation.

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**SIGNATURE:**

**DATE**