

# The Red & Black

## Employment Application for the **ADVERTISING DEPARTMENT**

Today's Date: \_\_\_\_ - \_\_\_\_ - \_\_\_\_

**Semester Applying for:**

- FALL  
 SPRING  
 SUMMER

**Position(s) Applying for:**

- SALES ACCOUNT EXECUTIVE       ADVERTISING ASSISTANT  
 ASSOCIATE ACCOUNT EXECUTIVE       CLASSIFIED MANAGER  
 ACCOUNT EXECUTIVE INTERN       CLASSIFIED INTERN

Before turning in your application, please review the job descriptions and requirements of each respective position for which you are applying.

**Along with your completed application, please turn in the following documents:**

- Cover Letter    • Resume (including at least two references)    • Official UGA Transcript

P E R S O N A L  I N F O	FIRST NAME		LAST NAME	
	LOCAL PHONE	CELL PHONE	HOME PHONE	E-MAIL ADDRESS
	CURRENT LOCAL ADDRESS		CITY, STATE	ZIP
	HOME ADDRESS		CITY, STATE	ZIP
	ARE YOU CURRENTLY ENROLLED AT UGA? <input type="checkbox"/> YES <input type="checkbox"/> NO <small>All applicants must be currently enrolled at UGA for eligibility to work at <i>The Red &amp; Black</i></small>		ARE YOU LEGALLY ELIGIBLE FOR WORK IN THE U.S.? <input type="checkbox"/> YES <input type="checkbox"/> NO	
	ARE YOU A U.S. CITIZEN? <input type="checkbox"/> YES <input type="checkbox"/> NO			
	DO YOU HAVE A CAR AVAILABLE FOR YOUR USE? <input type="checkbox"/> YES <input type="checkbox"/> NO <small>Sales AE positions require use of a car</small>		HOW DID YOU LEARN ABOUT THE RED & BLACK? <input type="checkbox"/> Teacher <input type="checkbox"/> Friend who works/or has worked here <input type="checkbox"/> Ad in The Red & Black <input type="checkbox"/> Listserv E-mail <input type="checkbox"/> Class Visit <input type="checkbox"/> Other _____	
HOURS AVAILABLE TO WORK EACH WEEK: _____ HOURS		DATE AVAILABLE TO START: _____		

E D U C A T I O N	CLASS STANDING <input type="checkbox"/> Freshman <input type="checkbox"/> Junior <input type="checkbox"/> Grad. Student <input type="checkbox"/> Sophomore <input type="checkbox"/> Senior <input type="checkbox"/> Other _____		PROJECTED GRAD. DATE	OVERALL GPA	MAJOR GPA
	MAJOR	MINOR	HIGH SCHOOL ATTENDED		
	ARE YOU A TRANSFER STUDENT? <input type="checkbox"/> YES <input type="checkbox"/> NO		IF YES, WHAT OTHER SCHOOL(S) HAVE YOU ATTENDED?		
	SPECIAL AWARDS / HONORS RECEIVED				
	<b>SCHEDULE FOR APPLICABLE SEMESTER</b>				
	MONDAY:		WEDNESDAY:		FRIDAY:
TUESDAY:		THURSDAY:			

I hereby certify that all given information on this application is true and correct to the best of my knowledge and that I understand any misinterpretation or omission of facts on my part will be justification for separation from the company's service, if employed.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_