APPLICATION FOR EMPLOYMENT
SOUTHERN MISS CAMPUS RECREATION

Campus Recreation Mission Statement

The mission of Southern Miss Campus Recreation is to provide quality and
comprehensive programs, services and facilities that enhance recreation
and wellness for the university community while supporting the
educational mission of the university through student learning and
development.

NAME _______________________________ DATE ___________________

USM ID ___________________ E-MAIL ADDRESS _______________________

LOCAL ADDRESS ________________________________

CITY ___________________ STATE _______ ZIP ____________

LOCAL PHONE _______________ CELL PHONE ______________________

HOME ADDRESS ________________________________

CITY ___________________ STATE _______ ZIP ____________

UNDERGRADUATE □ GRADUATE □ MAJOR ___________________ EXPECTED GRADUATION ____________

Please check areas where you are interested in working.

OFFICE
Assistant □
Typing, Filing, Computer Skills, Errands

FACILITY MANAGEMENT
Facility Assistant □
Workout Zone, Wisteria, Equipment Issue, and Pride Field Supervisor

PUBLIC RELATIONS
Graphic Designer □
Graphic design/Web design skills, written/oral communication skills, computer skills, creative ability

PR/Social Media Assistant □

FITNESS
Group Fitness Instructor □
Years teaching __________
Certified? circle Yes/No
If you do not have certification, when do you plan to become certified? __________________

What organization? ________________

Personal Trainer □
Years training __________
Certified? circle Yes/No
If you do not have certification, when do you plan to become certified? __________________

What organization? ________________

INTRAMURAL SPORTS
Official □
Supervisor □

NATATORIUM
Lifeguard □
American Red Cross Lifeguard Training or equivalent proof of current certification. An in-water skill test will be required for all.

Swim Lesson Instructor/Aide □
Certified? circle Yes/No
If you do not have certification, when do you plan to become certified? __________________

What organization? ________________

OUTDOOR PROGRAMS
Rock Wall Attendant □
Ropes Course Facilitator □

Southern Miss Campus Rec is located in the Payne Center.

The University of Southern Mississippi
Department of Campus Recreation
118 College Drive #5155
Hattiesburg, MS 39406-0001
Phone: 601.266.5405
Fax: 601.266.5677
www.usm.edu/campus-recreation
I understand that, to be employed by Campus Recreation, I must be enrolled full time for the fall and spring semesters. I understand that I will be required to attend ALL mandatory general orientation sessions and area-specific in-service meetings. I understand that my employment may require working Saturday, Sunday, nights, holidays, semester breaks and other times the building is open and classes are not in session. I will list any extenuating circumstances on the comment line below. I further understand to gain employment that direct deposit of my check is mandatory through the university. _____ (initial)

I certify that all statements made by me on this application and attached resumé are true and complete to the best of my knowledge and that I authorize my previous employers and schools to release information regarding employment or educational record. I further understand and agree that if employed, the continuation of employment depends on my job evaluation each semester. I understand that direct deposit is required by the university and will provide the proper documentation.

SIGNATURE ___________________________ DATE ______________

COMMENTS

The University of Southern Mississippi Department of Campus Recreation offers equal employment opportunities to all persons regardless of race, creed, color, national origin, sex, age, disability or religious belief.

FOR OFFICE USE ONLY

I have agreed to hire ___________________________________________ Area employed

To begin work _______ Rate of pay _______ Director _______ Date _______

All tax forms and I-9 forms must be on file with the Human Resources Office when new employees begin work. The U.S. Dept. of Justice Immigration and Naturalization Services states that ALL EMPLOYEES must complete an I-9 within three business days of employment.
Please answer these questions as a supplement to your application.

Why do you want to work at Southern Miss Campus Recreation?
_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________

Describe a situation where you have had to deal with conflict and how you handled the situation.
_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________

Describe a time where you have been a leader.
_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________

Tell us about the last job you had, and some of the responsibilities.
_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________

Talk about any specific skills or certifications that might help you in this job.
_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________

Please tell us anything else that you would like us to know when considering your application ...
_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________
Please check days and times when you ARE AVAILABLE to work.

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