



PERFORMING ARTS CENTER

UNIVERSITY AT ALBANY
State University of New York

STUDENT EMPLOYMENT APPLICATION

The Performing Arts Center (PAC) houses all of the uptown campus theatres, rehearsal spaces, and other performance related facilities. The PAC is also home to the Department of Music and Theatre. There are five theatre spaces in the PAC. The office managing the PAC also supervises Page Hall, a performance space on the downtown campus. Over 550 events take place in these facilities every year. These include conferences, lectures, theatre productions, music concerts, guest artist performances and Writer's Institute films & readings.

Description of Positions:

Student event staff are involved in the supervision and management of selected events in the PAC and Page Hall. In addition, they assist the PAC staff with the maintenance and general upkeep of the spaces used for each event. In this capacity, they do everything from sweeping and mopping floors to setting up and operating audio equipment for events. Moderate lifting (tables and chairs) is required. As the majority of events occur at night and on weekends, the position requires that Student Assistants be available during those hours.

PLEASE FILL IN ALL INFORMATION IN THE SPACE PROVIDED.

Last Name: _____ First: _____ MI: _____

Cell Number: _____ Email Address: _____

Student Number: _____ Class Year: Fresh. Soph. Junior Senior Grad

Declared Major: _____ Anticipated Date of Graduation: _____

Campus Address:

Street: _____

City: _____

State: _____ Zip: _____

Permanent Address:

Street: _____

City: _____

State: _____ Zip: _____

SUBMIT YOUR APPLICATION TO PAC@ALBANY.EDU

RECENT WORK EXPERIENCE:

Employer:	Address:
Position:	Start/End Dates:
Duties:	Reason for Leaving:
Starting Salary:	Ending Salary:

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REFERENCES:

Name:	Relationship:	Phone #:
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Have you ever worked in a customer service position? _____ If yes, briefly describe:

Have you ever worked with audio, video or theatrical lighting equipment? _____
If yes, briefly describe equipment used and in what capacity:

Have you ever worked or volunteered in a theatrical production, Performing Arts or Conference Center (i.e. Technician, Box Office, House Manager, Usher, etc)? _____
If yes, briefly describe your position and duties:

What additional skills or qualities do you possess that would prove beneficial as an employee?

Are you approved for the work-study program at the University? _____
If so, are you still seeking a position? _____

Are you currently employed in any other position through the University? _____
If yes, please list the department and your title: _____

SCHEDULE: PLEASE FILL IN YOUR CLASS SCHEDULE AND ANY OTHER TIME COMMITMENTS THAT WOULD MAKE YOU UNAVAILABLE FOR WORK.

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	WEEKEND
8:25-9:20	9:00-10:20	8:25-9:20	9:00-10:20	8:25-9:20	
9:30-10:25		9:30-10:25		9:30-10:25	
10:35-11:30	10:30-11:50	10:35-11:30	10:30-11:50	10:35-11:30	
11:40-1:00	Noon-1:20	11:40-1:00	Noon-1:20	11:40-1:00	
1:10-2:30		1:30-2:50		1:10-2:30	
		1:30-2:50		1:30-2:50	
3:00-4:20	3:00-4:20	3:00-4:20	3:00-4:20	3:00-4:20	
4:30-5:50	4:30-5:50	4:30-5:50	4:30-5:50	4:30-5:50	
6:00-7:20	6:00-7:20	6:00-7:20	6:00-7:20	6:00-7:20	
7:30-8:50	7:30-8:50	7:30-8:50	7:30-8:50	7:30-8:50	
OTHER:	OTHER:	OTHER:	OTHER:	OTHER:	