



Summer Conference and Rally Office
1200 University Street Unit 9200
Spearfish, SD 57799-9200
605-642-6908 (phone)

Dear Rally Applicant:

Thank you for showing an interest in working for Summer Conferences Rally Housing at Black Hills State University. Your first step is the application process. In addition to completing this application, ***a current resume** and three references is also required.*** The application is due by **Wednesday, March 15th, 2017 by 5:00 p.m.** in the Summer Conference and Rally Office (Woodburn 124). **Please type your application in black ink.**

If you have any questions regarding this process, please feel free to contact:

Nancy Shuck, Summer Conference Coordinator	(605) 642-6908
Chad Bischoff, West Complex Director	(605) 641-3550
Liz Lindquist, East Complex Director	(605) 641-6228

If you are in need of assistance creating a resume, please contact the writing center by calling emailing WritingCenter@bhsu.edu

Rally Host Timeline

Applications out:	February 28th, 2017
Rally Applications due:	March 15th, 2017, by 5:00 pm
Rally Interviews:	March 20th, 2017 through March 24th, 2017
Decision Made:	April 3rd, 2017

Remember to turn in your completed Rally Application and Resume at the Summer Conference Office (Woodburn 124), and sign up for an interview time.



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2017 Rally Application

Name: _____ Student ID #: _____

Address: _____

City: _____ State: _____ Zip: _____

Home Phone: _____ Cell/Other Phone: _____

Are you over 18 years of age by August of this year? Yes _____ No _____

Are you a US citizen or authorized to work in the US? Yes _____ No _____

Have you ever been convicted of or pled guilty or nolo contendere/no contest to any felony? Yes _____ No _____

If yes, please explain: _____

Note: A conviction will not automatically disqualify an applicant. The employer will consider the type and seriousness of the crime, the frequency of violations, the applicant's age at the time of conviction, and the date of conviction or time elapsed since the conviction or completion of any jail sentence in addition to other job-related criteria.

Education:

Are you a university student? Yes ___ No ___ What University? _____

If a student, what level will you achieve by Fall 2017? Freshman _____ Sophomore _____
Junior _____ Senior _____

Previous Work Experience:

1. Place of Employment: _____

Supervisor's Name: _____ Phone Number: _____

Position: _____ May we contact former employer? Yes _____ No _____

Start Date: _____ End Date: _____ Explain Duties: _____

2. Place of Employment: _____

Supervisor's Name: _____ Phone Number: _____

Position: _____ May we contact former employer? Yes _____ No _____

Start Date: _____ End Date: _____ Explain Duties: _____

Please attach a resume and return this application to the Summer Conferences and Rally Office by March 15th, 2017.

What makes this position attractive to you? _____

What do you expect the position and working conditions to involve? _____

Describe your previous experience working with people. _____

Will you have other employment July 31st through August 18th? _____ If yes, explain: _____

Are you able to work long hours (8 on and 8 off with overtime or 10 hours/day with overtime)? _____

Do you have problems working graveyard/night shift? _____ Please circle your preferred shift.

Day

Swing/Evening

Graveyard/Night

Describe your philosophy of job attendance. _____

Describe your experience with busy work environments. _____

Describe your experience with quiet work environments. _____

Which do you prefer (busy or quiet)? _____

Prioritize the following people, all approaching your desk at the same time: 1) Couple checking out; 2) Couple checking in; 3) Man complaining about heat; 4) Woman asking for restroom. _____

What factors did you use in your decision? _____

Explain how you would respond to the guest complaining about the heat in the Hall rooms. _____

I certify that the information provided herein is true, correct, and complete to the best of my knowledge and belief. A false or misleading statement or intentional omission of relevant information is cause for disciplinary action, including termination of employment.

Signature: _____

Date: _____