



Applicant Signature

Date

It is highly recommended to include a resume and/or work sample.

Updated Feb. 2023

Application for Employment

PART I: Basic Information

Name: (First) _____ (Last) _____

Seeking employment for: 20__-20__ (Select all that apply)

Fall Spring

Academic Year:

First Year Sophomore Junior Senior Other _____

Applying for: (Select all that apply)

- EDITOR IN CHIEF** – Responsible for all administrative and organizational procedures.
- COPY EDITOR** – Edits all writing to conform with the latest AP Style guidelines.
- NEWS EDITOR** – Oversees all content production and staffing for NEWS section.
- GULL LIFE EDITOR** – Oversees all content production and staffing of GULL LIFE section.
- SPORTS EDITOR** – Oversees all content production and staffing of SPORTS section.
- OPINION EDITOR** – Oversees all content production and staffing of OPINION section.
- MULTICULTURAL EDITOR** – Acts as liaison to Salisbury University's Multicultural Alliance.
- PHOTOGRAPHY EDITOR** – Oversees photography, staff photographers and image editing.
- LAYOUT & GRAPHICS EDITOR** – Designs graphics and advertisements for print and social media.
- ADVERTISEMENT MANAGER** – Monitors digital and print advertising and fosters business relations.
- SOCIAL MEDIA / OFFICE MANAGER** – Monitors social media engagement and official communication.

PART II: Questionnaire

1. Are you familiar with AP style and grammar? Yes No

2. Are you familiar with Adobe Creative Cloud? Yes No

3. Are you available on Sunday evenings? Yes No

Other: _____

4. Do you have flexible availability throughout the week? Yes No

Other: _____

5. Do you work well under pressure and with deadlines? Yes No

6. How strong are your communication skills?

Very Strong Strong Average Poor

7. Are you capable of the following? *(Select all that apply)*

Leading others Working with a team

Taking direction Receiving criticism

PART III: Short Answer

(On a separate sheet)

1. Identify your greatest strengths and weaknesses in a professional environment.
2. What experience(s) qualifies you for this position (work, internships, courses, etc.)?
3. What would be your goals for this position?
4. What are your short- and long-term career goals, and how will working for The Flyer move you toward them?
5. List a few upcoming dates and times you would be available for an interview.

Applications and attached materials may be turned in via email to Flyer@gulls.salisbury.edu or in-person at The Flyer's office in GSU 133F (CSIL office)