



**CONVENTION CENTER AUTHORITY  
MUSIC CITY CENTER  
201 REP. JOHN LEWIS WAY SOUTH  
NASHVILLE, TN 37203**

<http://www.nashvillemusiccitycenter.com>

Equal Opportunity Employer

Instructions:

1. Please complete all questions by typing or printing answers in dark ink
2. A separate application must be completed for each position.

Position Applied For: \_\_\_\_\_

Name:	Last	First	Middle Initial
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Address (Street Name and Number)	Apt #	Email Address:
City	State	Zip Code
		Mobile Phone ( )
		Home Phone ( )

Drivers License (If applicable to position) DL# _____ State _____ Expiration: _____ Type (check) A _____ B _____ C _____ D _____ Endorsements: _____	Citizenship: (check one) <input type="checkbox"/> A citizen of the United States <input type="checkbox"/> Lawful Permanent Resident <input type="checkbox"/> An Alien authorized to work
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**Education:**  
**Did you graduate from high school**  Yes  No **GED Score**

	High School	Vocational/Technical	College/University	Graduate	Professional
School Name					
City and State					
Year Completed	<input type="checkbox"/> 8 <input type="checkbox"/> 9 <input type="checkbox"/> 10 <input type="checkbox"/> 11 <input type="checkbox"/> 12	<input type="checkbox"/> 1 <input type="checkbox"/> 2	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4		
Dates Attended Mo./Yr.	From: To:	From: To:	From: To:	From: To:	
Type of Diploma/Degree And Major					

Please list any profession you are licensed or certified to practice, giving the type, number, expiration date, and state by which the license was issued:

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Check "Yes" or "No" for each of the following questions. If you check "Yes" to any questions, give details in the area provided below.

1. Are you now or have you ever been an employee of the Metropolitan Government and/or Convention Center Authority?  
If yes, please give employment dates and department. Yes  No
  
2. Have you ever applied for employment with Metropolitan Government and/or Convention Center Authority before?  
If yes, state job applied for and approximate date of application. Yes  No
  
3. Have you ever been discharged or forced to resign from employment?  
NOTE: Do not include business closures or general layoffs. Yes  No
  
4. Have you ever been convicted for violation of the law other than minor traffic offenses? Yes  No

Use this section for giving complete details to all "Yes" answers to questions 1 through 4 above:

Question No.	Explanation

**NOTE: The completion of the following information is completely voluntary and will not have any bearing on your potential employment:**

- Individual with Disability
- Individual without Disability
- I do not wish to self-identify

**EMPLOYMENT EXPERIENCE: May we contact your present employer?** Yes No

Start with your last or present job. Include any job related military assignments and volunteer activities. Ask for additional forms if more space is needed or use a blank sheet of paper.

<b>Employer:</b>	<b>Job Title:</b> <b>Name of Supervisor:</b>	<b>Date Employed (Mo/Yr)</b> From:      To:	
<b>Address:</b>	<b>Phone:</b> (      )	<b>Starting Salary</b> \$    per	<b>Ending Salary</b> \$    per
<b>Total # of employees supervised by you</b>	<b>Reason for Leaving:</b>		

**Specific Job Duties:**

**Equipment /Computer Software Used:**

<b>Employer:</b>	<b>Job Title:</b> <b>Name of Supervisor:</b>	<b>Date Employed (Mo/Yr)</b> From:      To:	
<b>Address:</b>	<b>Phone:</b> (      )	<b>Starting Salary</b> \$    per	<b>Ending Salary</b> \$    per
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**Specific Job Duties:**

**Equipment /Computer Software Used:**

<b>Employer:</b>	<b>Job Title:</b> <b>Name of Supervisor:</b>	<b>Date Employed (Mo/Yr)</b> From:      To:	
<b>Address:</b>	<b>Phone:</b> (      )	<b>Starting Salary</b> \$    per	<b>Ending Salary</b> \$    per

Total # of employees supervised by you

Reason for Leaving:

Specific Job Duties:

Equipment /Computer Software Used:  
APPLICANT STATEMENT

- I. I hereby affirm that the information I have provided in this application, employment history attachment and the accompanying resume, if any, is true and complete to the best of my knowledge. I understand that any falsified, misrepresented, incomplete or omitted information may disqualify me from consideration for employment or result in my dismissal from employment.
- II. I understand that nothing contained in this employment application, or in granting an interview, is intended to create an express or implied employment contract between the Convention Center Authority and myself. No promises regarding employment or duration of employment have been made to me.
- III. I understand that any offer of employment will be conditional on successful completion of a number of requirements, including a health assessment, verification of credentials and experience, and similar screenings required for the position. I understand that drug and/or alcohol tests are required for appointment to health and safety related positions, and for CDL holders who may drive in the course of employment. The results of the above screenings or assessments will be released to the department coordinator and may be a factor in determining my suitability for the position for which I have applied.
- IV. I authorize the Convention Center Authority or its representatives to investigate and verify any and all of the information contained in this employment application, and to conduct a criminal background investigation. I also authorize all previous employers, schools, organizations and individuals listed herein to verify any and all information I have provided and to give any additional information in response to reference questions intended to determine my suitability for employment.
- V. I understand that in compliance with Tennessee State Law all applications are subject to Public Disclosure.


Signature: \_\_\_\_\_  
(Please sign when submitting by normal mail or in person)

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

(Rev. 3/2022)

Equal Opportunity Employer

In Compliance With Tennessee Law, all applications are subject to Public Disclosure

 The Convention Center Authority does not discriminate on the basis of race, color, national origin, gender, gender identity, sexual orientation, age, religion, creed or disability in admission to, access to, or operations of its programs, services, or activities. Discrimination against any person in recruitment, examination, appointment, training, promotion, retention, discipline or any other employment practices because of non-merit factors shall be prohibited. Requests for ADA accommodation should be directed to the ADA Coordinator @ 401-1400.