



Instructions:

The Mayor's Summer Youth Employment Program (MSYEP) offers work experience, teaches valuable employment skills, and provides you with a summer income. MSYEP educational activities will enhance your summer experience, allowing you to develop career awareness, understanding of personal money management, and work-related social skills.

MSYEP is open to all City of Jackson residents between ages 16 through 24. Must be age 16 by March 6th.

Each applicant may submit only ONE application

All applications must have a unique Email address and Social Security Number used to identify the applicant.

To apply for MSYEP:

- Visit <http://ww.jacksonms.gov> must print, complete, and return application to the City of Jackson Department of Human and Cultural Services (Jackson Metrocenter Mall, 1000 Metrocenter Drive, Suite 101) Attn: Beverley Johnson-Durham

The **DEADLINE** for submitting your application is **Wednesday, March 6, 2019 at 4:00 pm**.

Interviews will be conducted March 11-14, 2019

SUBMISSION OF AN APPLICATION DOES NOT GUARANTEE ACCEPTANCE INTO THE PROGRAM.

Selection is contingent upon available positions based on program funding.

***If you are elected for MSYEP you will be notified by the MSYEP staff.
Note: The Following DOCUMENTS must be turned in with application***

- | | |
|---|---|
| <input type="checkbox"/> Proof of Residency | <input type="checkbox"/> Social Security Card |
| <input type="checkbox"/> Proof of Income (Parent/ Self) | <input type="checkbox"/> Birth Certificate/ Passport |
| *3 recent check stubs, SSI, TANF, etc. | <input type="checkbox"/> Copy of School ID, Driver's License or MS ID |

For more information of if you have questions about completing this form or the required documents, please contact 601.960.0335 and ask about MSYEP.

Information provided may be used by the City of Jackson to improve City services or to access additional funding. MSYEP is NOT a first-come/ first-served program.

ALL ACCEPTED APPLICANTS WILL BE SUBJECT TO A BACKGROUND CHECK & DRUG TEST!!

The Mayor's Summer Youth Employment Program (MSYP) does not discriminate on the basis of age, race, creed, color, national origin, gender, sexual orientation, or disability. MSYEP will provide auxiliary aids and services, written materials in alternative formats and reasonable notifications in policies and procedures to qualified individuals with disabilities upon request.

The DEADLINE for submitting your application is Wednesday, March 6, 2019 by 4:00 pm

Return to: 1000 Metrocenter Drive Suite 101 – Attn: Beverley Johnson-Durham



Name: _____
 Last First Middle
 Address: _____
 Number and Name of Street Apt.# Zip Code
 Cell Phone: _____ Email Address: _____
 Home: _____ Age: _____ Date of Birth: ___/___/___ Must be age by March 1st
 Gender: _____ (Male or Female)
 Ethnicity (circle) (optional): White, Black, Latino, Asian American, Indian, Other: _____
 Parent/ Guardian Full Name: _____ Daytime Phone: _____

ARE YOU A U.S. CITIZEN? Yes ___ No ___

Income

Family Annual Income: _____ (submit 3 recent check stubs or award letter)
 Do you receive public assistance? Yes ___ No ___; Type: _____ (SSI, TANF, SNAP, etc.)
 Number of people in household under the age of 18 ___ over age 18 ___ (including parents)
 Single Parent Household? Yes ___ No ___

Education: Please list all schools attended:

SCHOOL NAME	LOCATION	GRADUATED (Yes or No)	DEGREE/ DIPOLMA (Yes or No)	DATES ATTENDED
1. _____				
2. _____				

Policy prohibits employment in the same department or position reporting directly or indirectly to relatives. Do you have relatives employed by the City of Jackson? Yes ___ No ___ If so: Name: _____ Department: _____

Work Experience and Interests

Have you participated in the City of Jackson Mayor Summer Youth Employment Program? Yes ___ No ___ : If so what year(s)? _____

Please describe your most Recent job if you have worked before. Where? _____ When? _____
 What skills did you learn at this job? _____

Circle the THREE phrases below that best describe you:

- High Energy
- Like being busy
- Prefer more structure
- Creative
- Organized
- Prefer more structure
- Quiet
- Like new challenges
- Like being outdoors
- Focused
- Enjoy meeting new people
- Work best independently
- Work best in a group

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