



- Home
- About Springfield
- City Hall
- Public Meetings
- City Services
- Jobs
- News and Events
- Online Forms and Documents
- Regional Links
- Kids Links
- Contact Us

Museum Curator, 2018-02 Prequalifying Questions

Please complete the following prequalifying questionnaire providing the information requested about your experience and background to include listing employer(s), dates of employment, duration of employment, job title(s), and related job duties. If you answer with 'See Resume', you will not be considered for this posting.

This questionnaire will be scored. **The information you provide in the answers below will be used to determine if you will proceed to the next phase of the selection process.** Information related to education and experience must be verifiable on your application to be given credit.

* 1. The City will look at equivalencies to determine qualifications. Do you have a Bachelor's Degree in museum studies, art history, anthropology or related field?

Yes No

* 2. What is the highest degree you have completed (Associates, Bachelor's, etc.), and what field is your degree in? If this doesn't apply, please indicate "N/A".

* 3. How many years of experience do you have in museum collections management?

None Less than 1 year 1-2 years 2-5 years 5 or more years

* 4. How many years of experience do you have in curation of exhibits?

None less than 1 year 1-2 years 2-5 years 5 or more years

* 5. How many years experience do you have using PastPerfect software?

None less than 1 year 1-2 years 2-5 years 5 or more years

* 6. Briefly describe your education, knowledge, and experience (or combination equivalency) that you feel makes you qualified for this position.

* 7. Preference may be given based on qualifications and experience. Check all that apply:

- Ability to speak Spanish
- Ability to read Spanish
- Ability to write Spanish
- Master's level Degree in a related field
- NONE of these apply to me

* 8. As a requirement of this position, a valid Oregon Driver's License is required by time of appointment. (Or, if from out-of-state,

obtain a valid ODL pursuant to DMV rules.)

I currently have or can obtain a valid ODL I cannot obtain a valid ODL and this DISQUALIFIES me for this position

* 9. In order to be eligible to receive Veteran Preference Points, a completed form and supporting documentation must be submitted to Human Resources before the closing date and time of this posting. You must submit completed forms to HR via mail, email, fax or in person. Refer to the Job Posting for more information and required form.

I understand a form and supporting documentation must be submitted by the closing date to be eligible to receive points N/A

Please review your information for accuracy and completeness. You will not be allowed to return to this page after moving to the next page of the application.

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- [Home](#)
- [About Springfield](#)
- [City Hall](#)
- [Public Meetings](#)
- [City Services](#)
- [Jobs](#)
- [News and Events](#)
- [Online Forms and Documents](#)
- [Regional Links](#)
- [Kids Links](#)
- [Contact Us](#)

Museum Curator, 2018-02 Supplemental Questions

Please complete the following supplemental questionnaire providing the information requested about your experience and background.

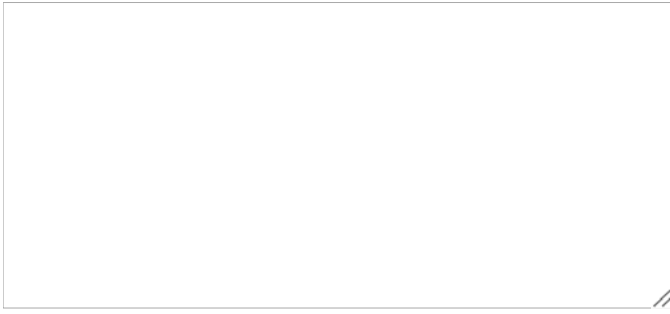
This questionnaire will be scored. **The information you provide in the answers below will be used to determine if you will proceed to the next phase of the selection process.** Information provided on this questionnaire will be evaluated on content. A cover letter or resume will not be accepted as a substitute for your responses to these questions.

If you answer with 'See Resume', you will not be considered for this posting.

- * 1. The Springfield Museum Curator will be running daily operations of the museum. What is the highest level of decision making authority you have had at a museum? What type of activities did you perform?

- * 2. Please tell us a time when you had a backlog of work and competing priorities. How did you determine priorities and how did you address the backlog?

- * 3. Please tell us about any experience you have recruiting and training volunteers for a museum.



Thank you for your time completing the application materials.

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