Paragon Communications

MULTIMEDIA SPECIALIST

Application for Employment

Full-Time | Monday through Friday | In-House Position

1. APPLICANT INFORMATION

Full Name

Phone

Date

Address

City, State, ZIP

Email

Position Applying For

2. PORTFOLIO & DEMO REEL

Portfolio Website URL

Demo Reel Link URL

Additional Work Samples (Google Drive, Vimeo, YouTube, etc.)

3. SOFTWARE PROFICIENCY

Mark your proficiency by placing an X in the appropriate column for each software application.

Software	None	Beginner	Intermediate	Advanced	Expert
Adobe Photoshop	☐	☐	☐	☐	☐
Adobe Premiere Pro	☐	☐	☐	☐	☐
Adobe InDesign	☐	☐	☐	☐	☐
Adobe Illustrator	☐	☐	☐	☐	☐
Adobe After Effects	☐	☐	☐	☐	☐
Adobe Lightroom	☐	☐	☐	☐	☐
Microsoft Office	☐	☐	☐	☐	☐

Use your best estimate. Work samples and past experience may help us understand your skill level.

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4. CREATIVE EXPERIENCE

- ☐ Graphic Design
- ☐ Video Editing
- ☐ Photography
- ☐ Social Media Content
- ☐ Motion Graphics
- ☐ Print Design
- ☐ Live Streaming
- ☐ Copywriting
- ☐ Web Design
- ☐ Other

Briefly describe your creative experience and areas of expertise:

5. EQUIPMENT & TECHNICAL EXPERIENCE

List any equipment, cameras, editing systems, or platforms you have experience using:

6. EMPLOYMENT HISTORY

List most recent employment first. Include freelance or volunteer work if relevant.

Employer #1

Company / Organization

Position / Title

Supervisor / Contact

Phone or Email

Dates Employed

Reason for Leaving

Primary Responsibilities

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6. EMPLOYMENT HISTORY CONTINUED

Employer #2

Company / Organization

Position / Title

Supervisor / Contact

Phone or Email

Dates Employed

Reason for Leaving

Primary Responsibilities

Employer #3

Company / Organization

Position / Title

Supervisor / Contact

Phone or Email

Dates Employed

Reason for Leaving

Primary Responsibilities

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7. PROFESSIONAL REFERENCES

Please do not list relatives.

Name	Company / Title	Phone	Email

8. APPLICANT CERTIFICATION & SIGNATURE

I certify that all information provided in this application is true and complete to the best of my knowledge. I understand that any false information or material omission may result in disqualification from consideration or dismissal if employed.

Signature

Date

9. EQUAL OPPORTUNITY EMPLOYER

Paragon Communications is an Equal Opportunity Employer. We consider applicants without regard to race, color, religion, gender, national origin, age, disability, veteran status, or any other legally protected status.