

**BCA Development Corporation**  
**Fine Arts & Technical Services Bureau**  
**Intensive Arthandlers Training Program**

571 Walton Avenue, Second Floor

Bronx, New York 10451

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Web Site: [www.bronxarts.org](http://www.bronxarts.org)

Email: [finearts@bronxarts.org](mailto:finearts@bronxarts.org)

William Aguado - President

Kim Hamilton-Shakir - Director

**Program Application**

Name of Applicant: \_\_\_\_\_

(Last)

(First)

(Middle)

Home Address: \_\_\_\_\_ Apt. # \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Birth date: \_\_\_\_\_

Home Phone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_ Email: \_\_\_\_\_

Social Security Number: \_\_\_\_\_ Do you hold a valid Driver's License?  Yes  No

Gender:  Male  Female Ethnicity (optional) \_\_\_\_\_ Do you have a Resume?  Yes  No

Unemployed  Employed (Check One)  Full Time  Part Time Sponsoring Organization: \_\_\_\_\_

**Employment Information (3) Most recent employers:**

1) Company Name: \_\_\_\_\_ Address: \_\_\_\_\_

Position / Title: \_\_\_\_\_ Dates of Employment: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Job Description / Tasks: \_\_\_\_\_ Per Hour/Yearly Salary \_\_\_\_\_

2) Company Name: \_\_\_\_\_ Address: \_\_\_\_\_

Position / Title: \_\_\_\_\_ Dates of Employment: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Job Description / Tasks: \_\_\_\_\_ Per Hour/Yearly Salary \_\_\_\_\_

3) Company Name: \_\_\_\_\_ Address: \_\_\_\_\_

Position / Title: \_\_\_\_\_ Dates of Employment: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Job Description / Tasks: \_\_\_\_\_ Per Hour/Yearly Salary \_\_\_\_\_

**Education Information/Begin with most recent institution:**

Institution	Location	Dates	Major/Degree/Certificates

**Skills / Training** (include machines, tools & other equipment): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Today's Date: \_\_\_\_\_

Applicant Signature \_\_\_\_\_

Please provide a brief description of your artist background and experience:

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References (\* MUST include (1) personal & (2) professional):

	Name:	Telephone:	Relationship:
1)			
2)			
3)			

Affiliations:

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Awards / Achievements:

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Please rate (check) your experience in the following skill areas.

AREA	Advanced	Basic	Limited
Trucking/Shipping			
Inventory Control/Storage			
Packing/Crating/Fitting			
Painting/Gallery Construction			
Installation of Items/Artwork			

### DOCUMENTATION REQUIRED for ELIGIBILITY

**Resume & Bio** Applicant must provide a current resume containing one (1) Personal and two (2) Professional References. If no Biography (Bio) is available, the resume must detail your professional or employment history and your artistic career (if applicable).

**Essay** Candidate must prepare a brief essay describing their motives for taking the course and the ways in which they expect it to enhance their career goals.

**Letter of Recommendation** Applicant must obtain a letter of recommendation/reference from one of the participating/sponsoring institutions. (May substitute as one of the required Professional References.)

#### **Proof of Employment Eligibility**

Applicant must submit one of the following documents as proof of employment eligibility.

- Birth Certificate (only if born in the U.S.A.)
- American Passport
- Resident Alien Card
- Naturalization Papers