KANSAS FFA ASSOCIATION

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KANSAS STATE UNIVERSITY
MANHATTAN, KS 66506

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Updated 4/2024

Employment Skills
Deadline & Participation Summary

ITEMS TO BE ELECTRONICALLY

By Wednesday, April 24 at 11:59 p.m. CST, participants will electronically submit the following in PDF format via JudgingCard to initiate registration in the event:

- Cover letter
  - The letter is to be dated for the first day of the state event (Wednesday, May 29, 2024) and addressed to:

    Ms. Jancey Hall
    Kansas State University
    110 Umberger Hall
    Manhattan, KS 66506

- Resume
- Job Description

ITEMS TO BE COMPLETED BEFORE STATE EVENT

Electronic Employment Application

- The application will be open online between 12 noon CST on Wednesday, May 1, 2024 and 5 p.m. CST on Wednesday, May 15, 2024.

Initial Phone Interview

- Students will sign up for a phone call time when they complete their job application online.
  - The participant will be contacted by the potential employer to arrange an interview time. The potential employer may ask questions regarding aspects of the participant's resume.
  - The initial phone interview will be conducted between May 20-24, 2024.

ITEMS TO BE COMPLETED AT THE STATE EVENT

PRELIMINARY & FINAL ROUNDS – Wednesday, May 29th beginning at 10:30 am