



# Community Library Application For Employment

Name \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_  
Telephone \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
Are you at least 14 years of age?  Yes  No  
Hours available for work:  Mornings  Afternoons  Evenings  Saturdays

## EMPLOYMENT HISTORY

### Present/Last Employer

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_  
Telephone \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
Name of Supervisor \_\_\_\_\_ Supervisor's Title \_\_\_\_\_  
Job Title \_\_\_\_\_  
Starting Date \_\_\_\_\_ Leaving Date \_\_\_\_\_  
Description of Work and Responsibilities \_\_\_\_\_

### Previous Employer

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_  
Telephone \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
Name of Supervisor \_\_\_\_\_ Supervisor's Title \_\_\_\_\_  
Job Title \_\_\_\_\_  
Starting Date \_\_\_\_\_ Leaving Date \_\_\_\_\_  
Description of Work and Responsibilities \_\_\_\_\_

### Previous Employer

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_  
Telephone \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
Name of Supervisor \_\_\_\_\_ Supervisor's Title \_\_\_\_\_  
Job Title \_\_\_\_\_  
Starting Date \_\_\_\_\_ Leaving Date \_\_\_\_\_  
Description of Work and Responsibilities \_\_\_\_\_

**EDUCATION HISTORY**

**High School**

Highest Year Completed \_\_\_ 9 \_\_\_ 10 \_\_\_ 11 \_\_\_ 12  
Name of School \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_  
Graduated \_\_\_ Yes \_\_\_ No

**College/University**

Highest Year Completed \_\_\_ 1 \_\_\_ 2 \_\_\_ 3 \_\_\_ 4  
Name of School \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_  
Graduated \_\_\_ Yes \_\_\_ No  
Major/Subjects \_\_\_\_\_

**Graduate School**

Highest Year Completed \_\_\_ 1 \_\_\_ 2 \_\_\_ MLS/MIS \_\_\_ Other  
Name of School \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_  
Graduated \_\_\_ Yes \_\_\_ No  
Major/Subjects \_\_\_\_\_

**SKILLS/CERTIFICATIONS/LICENSES**

**TECHNOLOGY SKILLS**

**REFERENCES**

Name \_\_\_\_\_ Title \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_  
Telephone \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_  
Telephone \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_  
Telephone \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

**I verify that all information provided by me on this application is true and correct.**

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

Community Library is an equal opportunity employer.