



# Application For Employment

We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legal protected status.

(PLEASE PRINT)

<b>Date of Application</b>	<b>Position Applied For</b>
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<b>Last Name</b>	<b>First Name</b>	<b>Middle Name</b>	
<b>Address Number Street</b>	<b>City or Town</b>	<b>State</b>	<b>Zip</b>
<b>Telephone Numbers</b>			

Are you currently employed?  Yes  No

May we contact your current employer?  Yes  No

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status?  Yes  No

*Proof of citizenship or immigration status will be required upon employment.*

Yes  No

I understand that prior to the commencement of employment, every applicant must agree to and pass CORI and SORI background checks.

On what date would you be available for work? \_\_\_\_\_

Yes  No

Are you currently on "lay off" status and subject to recall?

When are you available for work:  Mon  Tues  Wed  Thurs  Fri  Sat

# Education

	Name and Address Of School	Course of Study	Years Completed	Diploma Degree
High School				
Undergraduate College				
Graduate Professional				
Other (Specify)				

Do you have prior library experience?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are you familiar with the Dewey Decimal System?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you ever used the SirsiDynix Symphony® ILS?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are you able to stand, bend, reach, and lift books for up to 5 hours?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
How would you describe your schedule?	<input type="checkbox"/> Very flexible <input type="checkbox"/> Somewhat flexible <input type="checkbox"/> Not very flexible	

Describe any specialized training, apprenticeship, skills and extra-curricular activities.

# Employment Experience

Start with your current or last job. Include any job-related military service assignments and volunteer activities. You may exclude organizations which indicate race, color, religion, gender, national origin, disabilities or other protected status.

Employer		Dates Employed From                  To	Work Performed
Address			
Telephone Numbers			
Job Title	Supervisor	Reason for Leaving	

Employer		Dates Employed From                  To	Work Performed
Address			
Telephone Numbers			
Job Title	Supervisor	Reason for Leaving	

Employer		Dates Employed From                  To	Work Performed
Address			
Telephone Numbers			
Job Title	Supervisor	Reason for Leaving	

Employer		Dates Employed From                      To	Work Performed
Address			
Telephone Numbers			
Job Title	Supervisor	Reason for Leaving	

If you need additional space, please continue on a separate piece of paper.

# Additional Information

List professional, trade, business or civic activities and/or offices held.

*You may exclude membership which would reveal gender, race, religion, national origin, age, ancestry, disability or other protected status.*


## Other Qualifications

*Summarize special job-related skills and qualifications acquired from employment or other experience.*


State any additional information you feel may be helpful to us in considering your application.


Note to Applicants: DO NOT ANSWER THIS QUESTION UNLESS YOU HAVE BEEN INFORMED ABOUT THE REQUIREMENTS OF THE JOB FOR WHICH YOU ARE APPLYING.

Are you capable of performing  
in a reasonable manner the  
activities involved in the job  
or occupation for which you  
have applied?

*A description of the activities  
involved in such a job or  
occupation is attached.*

\_\_\_\_\_ Yes

\_\_\_\_No

# References

*Please list at least three (3) professional references below.*

Name	Title		
Company or Organization			
Street Address	City	State	Zip Code
Phone Number (s)	Email		

Name	Title		
Company or Organization			
Street Address	City	State	Zip Code
Phone Number (s)	Email		

Name	Title		
Company or Organization			
Street Address	City	State	Zip Code
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