



TOWN AND COUNTRY PUBLIC LIBRARY DISTRICT

EMPLOYMENT APPLICATION

An Equal Opportunity Employer

Personal Data

Name _____ Date _____

Address _____ City _____ State _____ Zip _____

Home phone _____ Cell phone _____

Email address _____ Position applying for _____

Availability _____ Days _____ After School _____ Evenings _____ Weekends _____

Date you can start _____

Education

	Name/address of school	Years completed	Did you graduate?	Degree or Major
High School				
College				
Other				

Additional training/skills/software _____

Employment/Volunteer History

Paid work experience (include any paid jobs including babysitting, pet sitting, lawn mowing, etc.)

Employer _____ Your job title _____

Employer address _____ Phone _____

Supervisor's name _____ Dates of employment _____

Job duties _____

Reason for leaving _____ May we contact them? _____

Paid work experience (include any paid jobs including babysitting, pet sitting, lawn mowing, etc.)

Employer _____ Your job title _____

Employer address _____ Phone _____

Supervisor's name _____ Dates of employment _____

Job duties _____

Reason for leaving _____ May we contact them? _____

Employer _____ Your job title _____

Employer address _____ Phone _____

Supervisor's name _____ Dates of employment _____

Job duties _____

Reason for leaving _____ May we contact them? _____

Volunteer experience

Include school/church activities, etc. — list each activity separately along with a brief description and how long you were involved

IMPORTANT: Please read and sign

As an equal opportunity employer, this company's policy, as well as Federal and State Law, prohibits discrimination in employment based on race, color, religion, sex, national origin, physical handicap, or age with respect to individuals who are at least 18 years of age.

As part of this application for employment, I hereby authorize the company to investigate my references and to make an independent investigation of my character, conduct, and employment records.

I further agree that the giving of false or misleading information by me will be grounds for termination of employment.

Signature _____

Date _____

FOR LIBRARY USE ONLY

Interviewer:

Date:

Comments:

Position:

Starting date:

Salary: