



Application for Employment

Please print or type. The application must be fully completed to be considered. Please complete each section, even if you attach a resume.

Personal Information

Name				
Address		City	State	Zip
Phone Number	Mobile Number	Email Address		
Are you a U.S. Citizen? <input type="checkbox"/> Yes <input type="checkbox"/> No		Have you ever been convicted of a felony? <input type="checkbox"/> Yes <input type="checkbox"/> No		

Position

Position You Are Applying For	Available Start Date	Are you age 16 or older? <input type="checkbox"/> Yes <input type="checkbox"/> No
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Education

School Name	Location	Years Attended	Degree Received	Major

References

Name	Title/Relationship	Company (if applicable)	Phone/Email

Are you related to anyone currently employed by the Library or on the Library board? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, state name and relationship:

Employment History

Start with the most recent position.

N.B: Employers listed may be contacted for a reference unless you state otherwise.

Employer	Job Title	Dates Employed	
Work Phone	Email Address	Reason for Leaving	
Supervisor's Name	City	State	Zip
Employer (2)	Job Title	Dates Employed	
Work Phone	Email Address	Reason for Leaving	
Supervisor's Name	City	State	Zip
Employer (3)	Job Title	Dates Employed	
Work Phone	Email Address	Reason for Leaving	
Supervisor's Name	City	State	Zip
Employer (4)	Job Title	Dates Employed	
Work Phone	Email Address	Reason for Leaving	
Supervisor's Name	City	State	Zip

Summarize any special skills/qualifications acquired from employment or other experiences that may be relevant to this position:

Signature Disclaimer

I certify that my answers are true and complete to the best of my knowledge. I am aware that should an investigation at any time show any falsification, I will not be considered for employment or if employed, falsification will be sufficient grounds for immediate discharge.

Name (Please Print)	
Signature	Date

Paul Sawyer Public Library is an Equal Opportunity Employer and is committed to excellence through diversity. All employees of the Paul Sawyer Public Library are employed on an at-will basis.