

DANVILLE-CENTER TWP PUBLIC LIBRARY

Employment Application



Last Name: _____

First Name: _____ M.I. _____

Street Address: _____

City: _____ State: _____ ZIP: _____

Phone: _____ Email Address: _____

Date Available: _____

Position Applied for: _____

Are you a citizen of the United States? ____YES ____NO

If no, are you authorized to work in the U.S.? ____YES ____NO

Have you ever worked at the Danville-Center Twp. Public Library before? ____YES ____NO

If yes, when? _____

Have you ever been convicted of a felony? ____YES ____NO

If yes, explain. _____

EDUCATION:

High School _____ From _____ to _____

Did you graduate? ____YES ____NO

College _____ From _____ to _____

Did you graduate? ____YES ____NO Degree _____

Other _____ From _____ to _____

Did you graduate? ____YES ____NO Degree _____

REFERENCES: *(Do not list previous employers or relatives)*

Name: _____ Relationship: _____

Address: _____ Phone: _____

Name: _____ Relationship: _____

Address: _____ Phone: _____

Name: _____ Relationship: _____

Address: _____ Phone: _____

PREVIOUS EMPLOYMENT: *(Please list most recent employer first)*

1. Company: _____ Phone: _____
Address: _____
Job Title _____ Supervisor: _____
From _____ to _____ Reason for leaving: _____
Responsibilities: _____
May we contact this employer: ____YES ____NO

2. Company: _____ Phone: _____
Address: _____
Job Title _____ Supervisor: _____
From _____ to _____ Reason for leaving: _____
Responsibilities: _____
May we contact this employer: ____YES ____NO

3. Company: _____ Phone: _____
Address: _____
Job Title _____ Supervisor: _____
From _____ to _____ Reason for leaving: _____
Responsibilities: _____
May we contact this employer: ____YES ____NO

Why would you like to work at the Danville-Center Twp. Public Library?

Are you available to work evenings (Mon – Thurs)? _____

Are you available to work Saturdays? _____

DISCLAIMER and SIGNATURE:

I certify that my answers are true and complete to the best of my knowledge. If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature: _____ Date: _____
