

JOB APPLICATION

PERSONAL DETAILS:

Full Name:	Today's Date:	
Email Address:		
Phone Number:	Cell Phone Number:	
Home Address:		
City:	State:	Zip:

EDUCATION:

Schools Attended:
Degree(s) Earned:
Field of Study:

VOLUNTEER EXPERIENCE:

Please list any volunteer experiences you have had:

EMPLOYMENT HISTORY: List most recent position first

Employer Name:	
Job Title:	Dates of Employment:
Phone:	Address:
Responsibilities & Achievements:	
Employer Name:	
Job Title:	Dates of Employment:
Phone:	Address:
Responsibilities & Achievements:	

COMPUTER SKILLS/EXPERIENCE:

Describe your computer skills and list programs you are familiar with:

LIBRARY SKILLS/EXPERIENCE:

Describe any library experience, special qualifications or skills you have that are relevant to this position:

OTHER SKILLS, INTERESTS, OR ACTIVITIES:

Describe any other special skills, interests, activities you feel would make you a good candidate:

REFERENCES:

Please provide two references who are familiar with your work or skills.

Reference 1:

Name: _____ Relationship to Applicant: _____

Phone Number: _____ Email: _____

Reference 2:

Name: _____ Relationship to Applicant: _____

Phone Number: _____ Email: _____

APPLICANT'S DECLARATION

By submitting this application, I confirm that the information provided is accurate and complete to the best of my knowledge. I understand that any false information may disqualify me from consideration for employment.

Print Name: _____ Date: _____

Applicant Signature: _____

CHILDREN’S SERVICES POSITIONS: SUPPLEMENTAL QUESTIONS

1.This position requires working closely with children ages 0–18. Please describe your experiences working with this age group.

2.Please describe your experience working in a public library. If none, please describe any of your customer service experience.

3.List your favorite children’s book, your favorite read–aloud story, and your favorite teen book. Feel free to explain your choices.

4.Briefly describe what you think would be a successful children’s program.
