

BOONE COUNTY PUBLIC LIBRARY DISTRICT APPLICATION FOR EMPLOYMENT

Boone County Public Library is an equal opportunity employer and affords equal opportunity to all applicants for all positions without regard to race, color, religion, gender, national origin, age, disability, veteran status or any other status protected under local, state or federal laws.

PERSONAL INFORMATION

NAME [please print] _____
Last First M. I.

ADDRESS _____
Street

City State Zip

PHONE _____ EMAIL _____

AGE [if under 18] _____

EMPLOYMENT DESIRED

POSITION APPLYING FOR _____

LOCATION

- MAIN LIBRARY
- SCHEBEN BRANCH
- FLORENCE BRANCH
- LENTS BRANCH
- WALTON BRANCH
- ANY

HOURS

- FULL TIME
- PART TIME
- DAY
- NIGHT
- WEEKEND
- ANY

SALARY
REQUIRED _____

DATE
AVAILABLE _____

EDUCATION

HIGH SCHOOL DIPLOMA/GED _____ YES _____ NO If NO, years of schooling completed _____

COLLEGE DEGREE _____ YES Name of degree _____
_____ NO Years of schooling completed _____

POSTGRADUATE DEGREE _____ YES Name of degree _____
_____ NO Years of schooling completed _____

EMPLOYMENT HISTORY

List below your last three [3] places of employment, most recent one first:

Dates	Employer	Phone #	City	State
Position [s]			Reason for leaving	

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Position [s]			Reason for leaving	

Dates	Employer	Phone #	City	State
Position [s]			Reason for leaving	

Please describe any specialized education, training, or job skills including computer experience:

APPLICANT'S STATEMENT

Have you ever been convicted of a criminal offense (felony or misdemeanor)? ___ Yes or ___ No
 If yes, please describe the crime – state nature of the crime(s), when and where convicted and disposition of the case

(Note: No applicant will be denied employment solely on the grounds of conviction of a criminal offense. The date of the offense, the nature of the offense, including any significant details that affect the description of the event, and the surrounding circumstances and the relevance of the offense to the position(s) applied for may, however, be considered.)

I certify that the answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

I understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the employee may resign at any time and the employer may discharge the employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization.

In the event of employment, I understand that false or misleading information given in my application or interview may result in discharge.

 Signature

 Date