

Availability

Monday through Thursday 10:30 AM to 7:00 PM and Friday and Saturday 10:30 AM to 5:00 PM

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
FROM						
UNTIL						

EDUCATION

Do you have a High School Diploma or equivalent (GED)? Yes No

Please specify level of education completed and any degrees or certificates you may hold: _____

What activities or hobbies do you enjoy? _____

EMPLOYMENT HISTORY

Current/ Most Recent Employer:	May We Contact this Company? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Supervisor Name:	Start Date:	End Date:
Position/Duties:		
Reason for Leaving?		

Previous Employer:	May We Contact this Company? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Supervisor Name:	Start Date:	End Date:
Position/Duties:		
Reason for Leaving?		

Have you ever been discharged or asked to resign from a job? Yes No

If yes, explain: _____

REFERENCES (Other than family and employers)

	Reference 1	Reference 2	Reference 3
Name			
Address			
Phone			
Relationship			

SKILLS (CHECK ALL THAT APPLY)

- | | | |
|---|-------------------------------------|--|
| <input type="checkbox"/> Microsoft Office | <input type="checkbox"/> Web Design | <input type="checkbox"/> Tutoring |
| <input type="checkbox"/> Photo Editing | <input type="checkbox"/> Lamination | <input type="checkbox"/> Book Repair |
| <input type="checkbox"/> Photography | <input type="checkbox"/> Printing | <input type="checkbox"/> Email |
| <input type="checkbox"/> Crafting | <input type="checkbox"/> Copying | <input type="checkbox"/> Library Catalog/DEWEY |
| <input type="checkbox"/> Social Media | <input type="checkbox"/> Faxing | <input type="checkbox"/> Using the Cloud |

APPLICANT'S CERTIFICATION AND AGREEMENT

I hereby certify that the facts set forth in the above employment application are true and complete to the best of my knowledge and authorize [Company] to verify their accuracy and to obtain reference information on my work performance. I hereby release [Company] from any/all liability of whatever kind and nature which, at any time, could result from obtaining and having an employment decision based on such information.

I understand that, if employed, falsified statements of any kind or omissions of facts called for on this application shall be considered sufficient basis for dismissal.

I understand that should an employment offer be extended to me and accepted that I will fully adhere to the policies, rules and regulations of employment of the Employer. However, I further understand that neither the policies, rules, regulations of employment or anything said during the interview process shall be deemed to constitute the terms of an implied employment contract. I understand that any employment offered is for an indefinite duration and at will and that either I or the Employer may terminate my employment at any time with or without notice or cause.

Signature of Applicant

Month/Day/Year