

APPLICATION FOR EMPLOYMENT – LIBRARY PAGE I

New Glarus Public Library
319 Second Street, P.O. Box 35
New Glarus, Wisconsin 53574
(608) 527-2003
newglaruspubliclibrary.org; lauren@ngpl.org

PERSONAL INFORMATION

Name: _____

Address: _____
Street, Post Office Box, or Rural Route

_____ *City* _____ *State* _____ *Zip Code*

Telephone (include cell if appropriate): _____

E- mail: _____

When is the best time to contact you? _____

DESIRED POSITION: Library Page I

Date you're available to begin work: _____

Work Schedule

A Library Page I usually works an average of 10 to 12 hours per week (more during the summer and on school holidays if you're a student). Typical hours for a Library Page to work are 4:00 to 7:00 p.m. on weekdays and either a 3-hour or 5.5-hour shift on some Saturdays. Do you have any conflicts that would prohibit you from working these hours? Please list any conflicts below:

Weekdays: _____

Saturdays: _____

Are you presently employed? _____ **Where?** _____

If so, may we contact your present employer? _____

Employer's Contact Information: _____

EDUCATION

	Name & Address of School	Number of Years Attended	Subjects Studied	Date of Graduation
High School				
Other				

If you're in school, what is your current grade level? _____

Please describe any education, training, or special skills you have that you feel are relevant to the Library Page I position:

WORK EXPERIENCE

Please list below your last two employers (*most recent first*)

Dates Employed	Name / Address of Employer	Salary / Wage	Position	Reason for Leaving	May we contact?
From: To:					
From: To:					

Please describe any work experience you have had which you feel would be particularly helpful to you in the position of Library Page I:

REFERENCES

Please supply the names, addresses, and phone numbers for three persons not related to you (*please do not include anyone who already is employed by the New Glarus Public Library*):

1. _____

2. _____

3. _____

- I certify that answers given herein are true and complete.
- I authorize investigation of all statements contained in this application and for employment as may be necessary in arriving at an employment decision.
- In the event of employment, I understand that false or misleading information given in my application or interview may result in discharge.

Signature of Applicant

Date

*Deadline for Applications: Immediate hiring, open until filled
Please return to the New Glarus Public Library*

Revised and posted April 14, 2015