

# 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](http://newglaruspubliclibrary.org); [holly@ngpl.org](mailto:holly@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:

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**WORK EXPERIENCE**

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

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

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

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**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.

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*Signature of Applicant*

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*Date*

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

Revised and posted February 25, 2019