

Galion Public Library Application for Employment

We consider applicants for all positions without regard to race, color, creed, gender, national origin, age, disability, marital, veteran status, sexual orientation, or any other legally protected status.

Personal Information (please print)

Last Name _____ First Name _____ Middle Name _____
 Street Address _____
 City, State, Zip Code _____
 Home Phone _____ Cell Phone _____

Are you currently employed? ___ Yes ___ No

May we contact your present employer? ___ Yes ___ No

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status? ___ Yes ___ No

Have you been convicted of a felony? ___ Yes ___ No

How did you learn about us? Advertisement Employment Agency Relative/Friend
 Walk-in Other _____

Education

	Name & Address	Course of Study	Years Completed	Diploma/Degree
High School				
College				
Other (Specify)				

Military (Complete If You Have Served In The U.S. Armed Forces)

Branch of Service	Describe your duties and any special training
Period of Active Duty (Month & Year) From _____ To _____	

Employment Experience

1. Employer _____ Dates Employed _____
 Address _____ Telephone _____
 Job Title _____ Supervisor _____
 Hourly Pay/Salary _____ Reason for Leaving _____

Work Performed _____

2. Employer _____ Dates Employed _____
Address _____ Telephone _____
Job Title _____ Supervisor _____
Hourly Pay/Salary _____ Reason for Leaving _____

Work Performed _____

3. Employer _____ Dates Employed _____
Address _____ Telephone _____
Job Title _____ Supervisor _____
Hourly Pay/Salary _____ Reason for Leaving _____

Work Performed _____

4. Employer _____ Dates Employed _____
Address _____ Telephone _____
Job Title _____ Supervisor _____
Hourly Pay/Salary _____ Reason for Leaving _____

Work Performed _____

Additional Information

Other Qualifications
Summarize special job-related skills and qualifications acquired from employment or other experience.

Specialized Skills (Do you have skills with this equipment?)
___ Copy Machine ___ Fax ___ Telephone ___ Scanner ___ Computers ___ Internet ___ Social Media
___ e-Readers

References (No family members please)

1. Name _____ Telephone _____
Relationship _____

2. Name _____ Telephone _____
Relationship _____

3. Name _____ Telephone _____
Relationship _____

The facts set forth above in my application for employment are true and complete to the best of my knowledge. I understand falsified information or significant omissions may disqualify me from further consideration for employment and may be considered for dismissal if discovered at a later date.

Date _____ Signature _____