

Today's Date _____

Name (First Last) _____

Street Address _____

City _____ State _____ Zip Code _____

Phone Number _____ Cell Phone _____

Position Applying For _____

Required Salary _____ Per Hour

Are you interested in Full Time or Part Time work? Full Time _____ Part Time _____

EDUCATION:

Highest Grade Completed (Circle) 9 10 11 12 Bachelor's Master's Other _____

Did you Graduate? _____

List below College, Technical School, Business School, Military Experience, listing most current first:

Institution	Location	Major(s)	Degree	Date
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Certificates, honors, licenses or other qualifications: _____

Can you type? Yes _____ No _____

Are you familiar with computers? Yes _____ No _____ If, "yes", please list the types of computers with which you are familiar, and software programs with which you have experience:

Last name of applicant _____

What special abilities or talents do you feel you have that will contribute to the Boulder City Library District and this position?

List four (4) business or personal references (do not list library employees or relatives)

Name Address Phone Relationship

Please tell us, in one paragraph, why you want to work at the Boulder City Library District:

Last name of applicant _____

Record of previous employment. Please describe the duties and responsibilities held by you in previous employment for at least the last ten years, listing the most recent job first. Please account for any gaps in time between positions.

Position _____ Employer _____

Employer Location _____ Employer Telephone _____

Name of Supervisor _____ Position _____

Beginning Date _____ to _____ May we contact this employer? Yes ___ No ___

Duties & Responsibilities: _____

Reason for Leaving _____

Position _____ Employer _____

Employer Location _____ Employer Telephone _____

Name of Supervisor _____ Position _____

Beginning Date _____ to _____ May we contact this employer? Yes ___ No ___

Duties & Responsibilities: _____

Reason for Leaving _____

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Last name of applicant _____

Position _____ **Employer** _____

Employer Location _____ **Employer Telephone** _____

Name of Supervisor _____ **Position** _____

Beginning Date _____ **to** _____ **May we contact this employer? Yes** ___ **No** ___

Duties & Responsibilities: _____

Reason for Leaving _____

Position _____ **Employer** _____

Employer Location _____ **Employer Telephone** _____

Name of Supervisor _____ **Position** _____

Beginning Date _____ **to** _____ **May we contact this employer? Yes** ___ **No** ___

Duties & Responsibilities: _____

Reason for Leaving _____

I certify that all statements made in this application are true. I understand that they may be verified, and I agree and understand that any misstatements of material fact herein will automatically cause forfeiture on my part of employment. I agree to accept employment with full knowledge that appoint is subject to a probationary period, without right of appeal, and that if my services are unsatisfactory, I will not be retained in the service of the library.

Date _____ **Signed** _____