

EMPLOYMENT EXPERIENCE

List each job held. Start with your present or latest job. Include military service assignments and volunteer activities. (Exclude groups which indicate race, color, religion, sex, or national origin.)

Employer	Dates		Work Performed
	From	To	
Address			
Job Title	Hourly Rate/Salary		
	Starting	Final	
Supervisor			
Reason for Leaving			
Employer	Dates		Work Performed
	From	To	
Address			
Job Title	Hourly Rate/Salary		
	Starting	Final	
Supervisor			
Reason for Leaving			
Employer	Dates		Work Performed
	From	To	
Address			
Job Title	Hourly Rate/Salary		
	Starting	Final	
Supervisor			
Reason for Leaving			

If you need additional space, please continue on a separate sheet of paper.

Summarize special skills and qualifications acquired from employment or other experience _____

Are you a veteran of the U.S. military service? _____ Yes _____ No

If yes, what was your Branch of U.S. military service? _____

Special Employment Notice to Disabled Veterans, Vietnam Era Veterans, and Individuals with Physical or Mental Handicaps.

Government contractors are subject to Section 402 of the Vietnam Era Veterans Readjustment Act of 1974 which requires that they take affirmative action to employ and advance in employment qualified disabled veterans and veterans of the Vietnam Era, and Section 503 of the Rehabilitation Act of 1978, as amended, which requires government contractors to take affirmative action to employ and advance in employment qualified handicapped individuals.

If you are a disabled veteran, or have a physical or mental handicap, you are invited to volunteer this information. The purpose is to provide information regarding proper placement and appropriate accommodation to enable you to perform the job in a proper and safe manner. This information will be treated as confidential. Failure to provide this information will not jeopardize or adversely affect any consideration you may receive for employment.

If you wish to be identified, please sign below

_____ Disabled Veteran _____ Vietnam Era Veteran

Signed _____

What foreign languages do you speak, read and/or write?

	Fluently	Good	Fair
Speak			
Read			
Write			

List professional, trade, business, or civic activities and offices held. (Exclude groups which indicate race, color, religion, sex, or national origin.)

Give name, address, and phone number of three references not related to you.

Name	Address	Phone Number
Name	Address	Phone Number
Name	Address	Phone Number

EDUCATION

	High	College/ University	Graduate/ Professional
School Name			
Years Completed (Circle)	9 10 11 12	1 2 3 4	1 2 3 4
Diploma/Degree			
Describe Course of Study			

Describe specialized training, apprenticeship, skills, and extracurricular activities: _____

Honors received:

State any additional information you feel may be helpful to us in considering your application: _____

AGREEMENT

I certify that answers given herein are true and complete to the best of my knowledge.

I authorize investigation of all statements contained in this application 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(s) may result in discharge. I understand, also, that I am required to abide by all rule and regulations of the Mercer County District Library.

Signature of Applicant

Date

For Personnel Department Use Only

Arrange Interview	_____ Yes	_____ No
Remarks	_____	
Employed	_____ Yes	_____ No
Date of Employment	_____	
Job Title	_____	Hourly Rate/Salary _____
By	_____	_____
	Name/Title	Date