



MCPHERSON PUBLIC LIBRARY

Application for Employment

NAME	<i>first</i>	<i>middle</i>	<i>last</i>
ADDRESS	<i>street</i>	<i>city</i>	<i>zip code</i>
TELEPHONE	<i>home</i>	<i>business</i>	
HAVE YOU PREVIOUSLY BEEN EMPLOYED BY THIS LIBRARY?		<i>position</i>	<i>dates</i>
<input type="checkbox"/> YES <input type="checkbox"/> NO			
IF YOU ARE RELATED TO A CURRENT EMPLOYEE OF THE LIBRARY, PLEASE INDICATE:		<i>name</i>	<i>relationship</i>
POSITION FOR WHICH YOU ARE APPLYING			

Education

HIGH SCHOOL	<i>name</i>	<i>location</i>	YEARS COMPLETED (circle one)			
			1	2	3	4
COLLEGE	<i>name</i>	<i>location</i>	<i>major</i>	<i>degree</i>		
GRADUATE SCHOOL	<i>name</i>	<i>location</i>	<i>subject</i>	<i>degree</i>		
REMARKS ON ANY ADDITIONAL OR CONTEMPLATED EDUCATION:						

Please Read Before Signing

I hereby certify that all information contained in this application is true and complete. Unless otherwise specified, I authorize the McPherson Public Library to contact all sources necessary to verify this information. I understand that any misstatement or omission is sufficient grounds for immediate discharge.

Signature _____ Date _____

Application continued on reverse side

Employment History

Please list latest position first

COMPANY	EMPLOYED FROM	
	<i>to</i>	
CITY	STATE	RATE OF PAY
NAME AND TITLE OF YOUR IMMEDIATE SUPERVISOR		MAY WE CONTACT? yes no
YOUR DUTIES AND RESPONSIBILITIES		
REASON FOR LEAVING		

COMPANY	EMPLOYED FROM	
	<i>to</i>	
CITY	STATE	RATE OF PAY
NAME AND TITLE OF YOUR IMMEDIATE SUPERVISOR		MAY WE CONTACT? yes no
YOUR DUTIES AND RESPONSIBILITIES		
REASON FOR LEAVING		

COMPANY	EMPLOYED FROM	
	<i>to</i>	
CITY	STATE	RATE OF PAY
NAME AND TITLE OF YOUR IMMEDIATE SUPERVISOR		MAY WE CONTACT? yes no
YOUR DUTIES AND RESPONSIBILITIES		
REASON FOR LEAVING		

References

NAME	TELEPHONE
ADDRESS	CITY STATE ZIP CODE

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