

APPLICATION FOR EMPLOYMENT
WILMETTE PUBLIC LIBRARY DISTRICT
An Equal Opportunity Employer

PERSONAL INFORMATION:

Today's date		
Name		
Present address	City	Zip Code
Permanent address	City	Zip Code
Phone no.	Are you 16 yrs. old or older	Yes__ No__
Are you legally eligible for employment in the U.S.?		Yes__ No__
Can you meet attendance requirements of the position for which you are applying?		Yes__ No__

If you believe you will require a reasonable accommodation during the interview, selection or testing process, please let us know. Documentation from an appropriate professional concerning your disability may be required.

EMPLOYMENT INFORMATION/AVAILABILITY:

Position desired:	Date you Can start:	Salary Desired:
Are you employed now?	May we contact your present employer?	
Have you ever applied for employment here?	If so, when?	
What hours and days are you available to work? (Please be as specific as possible.)		
Why do you want to work at the Wilmette Library?		

EDUCATION

Name and Location of school	No. years attended	Degree? Subjects studied	Did you Graduate?
Grammar			
High school			
College			
Additional			

FORMER EMPLOYERS (List last three employers starting with last employer first):

Employment dates Including month And year	Employer's Name, address and Phone number	Position	salary	Reason for leaving

REFERENCES (give names of three persons not related to you whom you have known for at least a year):

Name	Phone number And address	Business	Years acquainted

I certify that all of my answers given here are true and complete to the best of my knowledge, and that supplying false information herein shall result in immediate disqualification for consideration for employment or termination from employment, regardless of when such false information is discovered.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision; and I hereby agree to indemnify and hold harmless each and every current or prior employer in defending against any charge, complaint or suit filed with any Federal, State or local agency, or in any court of the State or Federal government for providing an accurate, factual history of employment information.

I understand that neither this document nor any offer of employment from the employer constitutes an employment contract, unless a specific document to that effect is executed by the employer and employee in writing

Signature of applicant: _____ Daytime phone number: _____

Signature of interviewer: _____ Date of interview: _____