

Application for Employment
Pearl River County Library System
Applications for professional positions require an attached Résumé

Name: _____ Date: _____
Address: _____
Phone Number: _____
Position Desired: _____ Full Time: _____
Minimum Salary Accepted: _____ Part Time: _____

Education

	Location	# Yrs Attended	Degree
High School _____	_____	_____	_____
College _____	_____	_____	_____
Other _____	_____	_____	_____

Special Training or Achievements

Computer Experience? _____ Typing Skills _____ wpm
Other _____

Employment History

(Include names, addresses and phone numbers of your previous three employers, supervisor's names, dates of employment, job titles and responsibilities, and reasons for leaving.)

The following information is not required for employment:

If desired, list any skills, accomplishments, or experiences which you consider important to employment in a public library. _____

THE REMAINDER OF THIS APPLICATION MUST BE COMPLETED AND SIGNED

1. How long have you been a resident of this county? _____
2. Are you 18 years old or older? (15 years for the position of student page) _____
3. Is any additional information relative to a different name necessary to check work record? If yes, explain.

4. Have you ever been convicted of a crime? _____
5. Are there any felony charges pending against you? _____
6. Name and address of person to be notified in case of accident or emergency.

Authorization

I authorize Pearl River County Library System to obtain information about me from my previous employers and schools. I authorize my previous employers and schools that I have attended to disclose to Pearl River County Library System such information about me as Pearl River County may request.

Signed: _____

Accuracy

I verify that the statements I have made in this application are true and complete. I understand that if I am hired, any false or incomplete statements in this application will be grounds for immediate discharge.

Signed: _____

**Unsolicited applications will be kept on file for a period of at least two years.
Solicited applications will be acknowledged, in writing, following an Applicant Interview.**