

450 Second St. | Natchitoches, LA 71457 | (318) 357-3280

Last name	First Name		Middle			
Street Address	City		State	Zip		
Home Phone	Cell Phone		Work Phone			
Position For Which You Are Applyir	ng					
Type of Employment (please circle)			Full-time	Part-	time	
What hours or days are you able to						
Salary Expectation		Date	Date available for work			
Have you ever worked for NPL before?		If ye	If yes, please give dates and supervisor's name			
Have you ever worked for any agency of Natchitoches Parish Government?		•	If yes, please give dates, department(s), and supervisor's name			
Do you have a relative employed by NPL?			If yes, please give name and relationship			
Have you been convicted of a felon A conviction will not necessarily disqualify			Please circle.	YES	NO	
If you answered yes, please give the Nature of Offense	e following info	ormation:				
Date of conviction	e of conviction Name					
Driver's License Number			State			
If hired, can you provide proof that you are eligible to work in the Unite	ed issued by the U.S. Immigration and Naturalization					
States?	Service mus	e must be submitted.				

Please check any item listed below which applies to skills you possess.

*Word	Excel	PowerPoint	*Email	
*Internet	Xerox	*Filing	Artistic abilities	
Cataloging	*Data Entry	*Customer Service	Library-specific software	
Web Design	Chauffeur's License	Other	Other	

<sup>\*</sup> These skills are required for all library positions.



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## **Education History**

High School or GED					
Name and location					
Graduation date					
Post-Secondary Educ	ation				
Name and location					
Dates of Enrollment		Major course of study			
Degree		Date completed			
Employment History					
Name of Employer					
Address					
City	State	Zip			
Employer Telephone	Supervisor(s) Name	Supervisor(s) Name			
Job Title and Duties					
Dates of Employment	Rate of Pay	Reason for Leaving			
Dates of Employment	rate of ray	Troubon for Eduring			
Name of Employer					
Address					
City	State	Zip			
Employer Telephone	Supervisor(s) Name	Supervisor(s) Name			
Job Title and Duties					
Dates of Employment	Rate of Pay	Reason for Leaving			



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References	
Name	Phone
Address	
Name	Phone
Address	
Name	Phone
Address	
Conditions of Employment	Statement
Library the right to investigate all informat that an investigative report may be made this inquiry may include information as to past employment verifications, reference In accordance with the law and my under information regarding my employment, to responsibility all persons, companies, or academic records to Natchitoches Parish	on, I declare that my answers to the questions are true and give Natchitoches Parish tion given and to secure additional appropriate information if necessary. I understand from information obtained through personal interviews with others. I understand that my personal characteristics, employment verification, personal identity verifications, checks, criminal records, motor vehicle records, and appropriateness for employment. standing of this statement, I authorize my current and former employers to give any gether with all information regarding me, and hereby release from all liability or corporations furnishing such information in good faith. I also authorize the release of my Library by schools and other educational institutions I have attended.
does not obligate the Natchitoches Parish	pplication does not assure me of a position with the Natchitoches Parish Library and n Library to me in any way. I further understand that any misrepresentation herein may name to be removed from the eligible register and/or subject me to dismissal.
	ployment process, I may be required to submit, voluntarily, to a physical examination, are that the results will be made available to the Director or the duly authorized
	live permission for and understand that Natchitoches Parish Library will make a request criminal history information, to be done by the Louisiana State Police or an equivalent acy.
I understand that Natchitoches Parish Lib probationary period with or without cause	orary has the right to terminate the employment relationship at any time during my and with or without notice.
Signature of Applicant	