



# APPLICATION FOR EMPLOYMENT

114 W. Jefferson ▪ Monticello, AR 71655 ▪ (870) 367-8584

*We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, or any other legally protected status.*  
**WE ARE AN EQUAL OPPORTUNITY EMPLOYER**

**(Please Print)**

Position Applied For: \_\_\_\_\_ Branch Location \_\_\_\_\_

_____	_____	_____	_____
Last Name	First Name	Middle Name	Date
_____	_____	_____	_____
Street	City	State	Zip Code
_____ Mailing address if different from street address			
_____	_____	_____	
Telephone Number(s)	Email	Social Security Number (voluntary)	

Best time to call you is: ..... \_\_\_\_\_ AM/PM

Have you ever been employed by us before? .....  Yes  No

If Yes, when \_\_\_\_\_ Where \_\_\_\_\_

Do any of your friends or relatives work for us? .....  Yes  No

Are you currently employed? .....  Yes  No

May we contact your current employer? .....  Yes  No

Are you available to work .....  Full-time  Part-time  Temporary

Date available for work .....

Are you currently on "lay-off" status and subject to recall? .....  Yes  No

Have you ever worked in a Library before? .....  Yes  No

If Yes, when \_\_\_\_\_ Where \_\_\_\_\_



# EMPLOYMENT EXPERIENCE

Start with your present or last job. Include any job related military service assignments and volunteer activities.

Employer \_\_\_\_\_ Dates Employed \_\_\_\_\_

Work Phone \_\_\_\_\_ Pay Rate \_\_\_\_\_ to \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Position \_\_\_\_\_

Duties Performed \_\_\_\_\_

Supervisor's Name and Title \_\_\_\_\_

Reason For Leaving \_\_\_\_\_

May we contact them?  Yes  No

Employer \_\_\_\_\_ Dates Employed \_\_\_\_\_

Work Phone \_\_\_\_\_ Pay Rate \_\_\_\_\_ to \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Position \_\_\_\_\_

Duties Performed \_\_\_\_\_

Supervisor's Name and Title \_\_\_\_\_

Reason For Leaving \_\_\_\_\_

May we contact them?  Yes  No

Employer \_\_\_\_\_ Dates Employed \_\_\_\_\_

Work Phone \_\_\_\_\_ Pay Rate \_\_\_\_\_ to \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Position \_\_\_\_\_

Duties Performed \_\_\_\_\_

Supervisor's Name and Title \_\_\_\_\_

Reason For Leaving \_\_\_\_\_

May we contact them?  Yes  No

List professional, trade, business, or civic activities and offices held:

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Other Qualifications: Summarize special job-related skills and qualifications acquired from employment or other experience.

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State any additional information you feel may be helpful in considering your application.

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References:

Name Phone

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Address

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Name Phone

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Address

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Name Phone

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Address

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