

**MADISON COUNTY LIBRARY, INC.**

**Application for Employment**

Personal Information:

Name \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Social Security Number \_\_\_\_\_

On what date would you be available to work? \_\_\_\_\_

Have you ever been convicted of a felony? [ ] Yes [ ] No If yes, please describe circumstances.

\_\_\_\_\_  
\_\_\_\_\_

Education:

Name and location of school – Degree/Diploma

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Skills and Qualifications: Skills, Training, Awards

\_\_\_\_\_  
\_\_\_\_\_

Employment History: Most Recent First

1. Employer \_\_\_\_\_ Job Title \_\_\_\_\_  
Dates Employed \_\_\_\_\_  
Address \_\_\_\_\_  
Supervisor \_\_\_\_\_ Phone \_\_\_\_\_  
Responsibilities \_\_\_\_\_  
\_\_\_\_\_  
Reason for Leaving \_\_\_\_\_

2. Employer \_\_\_\_\_ Job Title \_\_\_\_\_  
Dates Employed \_\_\_\_\_  
Address \_\_\_\_\_  
Supervisor \_\_\_\_\_ Phone \_\_\_\_\_  
Responsibilities \_\_\_\_\_  
\_\_\_\_\_  
Reason for Leaving \_\_\_\_\_

3. Employer \_\_\_\_\_ Job Title \_\_\_\_\_  
Dates Employed \_\_\_\_\_  
Address \_\_\_\_\_  
Supervisor \_\_\_\_\_ Phone \_\_\_\_\_  
Responsibilities \_\_\_\_\_  
\_\_\_\_\_  
Reason for Leaving \_\_\_\_\_

May we contact your present employer? [ ] Yes [ ] No

**References:**

1. Name, Address and Phone

2. Name, Address and Phone

I CERTIFY THAT ALL THE ABOVE INFORMATION IS TRUE AND COMPLETE.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**PLEASE ATTACH YOUR RESUME**