

KIMBERLY – LITTLE CHUTE PUBLIC LIBRARY

Employment Application

515 W. Kimberly Ave.

625 Grand Ave.

Kimberly, WI 54136

Little Chute, WI 54140

(920) 788-7515

(920) 788-7825

APPLICANT INFORMATION										
Last Name				First			M.I.		Date	
Street Address							Apartment/Unit #			
City				State			ZIP			
Phone				E-mail Address						
Date Available			Social Security No. (optional)							
Position Applied for										
EDUCATION										
High School History										
Name				Location						
From		To		Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>						
College, Vocational or Technical History										
Name				Location						
From		To		Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>						
Degree										
Name				Location						
From		To		Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>						
Degree										
MILITARY SERVICE										
Branch					From		To			
Highest Grade					Active Duty or Reserve					
List special skills acquired during service										

PREVIOUS EMPLOYMENT – STARTING WITH MOST RECENT

Name of Employer		Phone ()	
Address		Supervisor	
Job Title	Starting Hourly Salary \$	Ending Hourly Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			

Name of Employer		Phone ()	
Address		Supervisor	
Job Title	Starting Hourly Salary \$	Ending Hourly Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			

Name of Employer		Phone ()	
Address		Supervisor	
Job Title	Starting Hourly Salary \$	Ending Hourly Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			

LIBRARY RELATED EXPERIENCE

Your response to these questions may be verified by checking with past employers and other agencies.

1. List any library experience you have. This may include paid or volunteer experience. Describe specific duties.

2. List any computer, automation, office or other relevant experience you have. List any relevant coursework you have completed.

3. List any library or office equipment of which you have a working knowledge.

REFERENCES

Give the names of three people, not related to you, whom you have known at least one year.

Name	Years Known
Relationship	Phone ()
Address	
Name	Years Known
Relationship	Phone ()
Address	
Name	Years Known
Relationship	Phone ()
Address	

BACKGROUND CHECK

Provide identification that may be used to conduct a background check.

Have you ever been convicted of a felony or misdemeanor? YES NO

If yes, please provide details.

Driver's license or other identification number

State that issued identification

DISCLAIMER AND SIGNATURE

I certify that, to the best of my knowledge, information provided on this form is accurate and truthful. I understand that information on this form may be verified for accuracy with original sources, by the Villages of Kimberly or Little Chute, Wisconsin.

Signature

Date

For Office Use Only

Date Application Received			
Reviewed by		Date	
Comments			