

Lied Public Library  
Application for Employment  
100 East Garfield Street  
Clarinda, IA 51632  
712-542-2416

Date of Application \_\_\_\_\_

Position Applied For \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

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

Phone Number \_\_\_\_\_

If you are under 18 years of age, can you provide required proof of your eligibility to work?  
Yes No

Have you ever filed an application with us before? Yes No If yes, give date \_\_\_\_\_

Are you currently employed? Yes No

May we contact your current employer? Yes No

Are you prevented from lawfully becoming employed in the country because of Visa or Immigration status? Yes No *Proof of citizenship or immigration status will be required upon employment*

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

Are you available to work Full Time Part Time

Can you travel if job requires it? Yes No

Have you been convicted of a felony within the last seven years? Yes No  
If yes, please explain

\_\_\_\_\_

*Conviction will not necessarily disqualify an applicant from employment*

Do you have a high school diploma? Yes No

Please list below all education beyond high school

School \_\_\_\_\_

Major/Minor Area of Study \_\_\_\_\_

Hours Completed \_\_\_\_\_

Degree Obtained \_\_\_\_\_

Describe technology and computer experience you have. Include experience with Microsoft Office, Web Site Development and/or searching the Internet.

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

Describe any specialized training, extra-curricular activities or other qualifications that are job related.

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

**References (Please Provide Three)**

Name	Address	Telephone
_____	_____	_____
_____	_____	_____
_____	_____	_____

**Employment Experience**

Start with your present or last job. Include any job-related military service, assignments and volunteer activities. You may exclude organizations which indicate race, color, religion, gender, national origin, disability or other protected status.

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

*We consider applicants for all positions without regard to race, color, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status.*

*The Lied Public Library and Library Grounds are smoke free according to Iowa's Smokefree Air Act*

*www.iowasmokefreeair.gov*

*Revised on: 6/26/2008*