

**APPLICATION FOR EMPLOYMENT – LOCKPORT PUBLIC LIBRARY**

Preliminary Application for **CLERICAL POSITIONS**  
Civil Service Application may be required at later date.

NAME \_\_\_\_\_ DATE OF APPLICATION \_\_\_\_\_

ADDRESS \_\_\_\_\_

SOC. SEC. NO. \_\_\_\_\_ PHONE NUMBER \_\_\_\_\_

POSITION APPLIED FOR \_\_\_\_\_

FULL TIME \_\_\_\_\_ PART TIME \_\_\_\_\_

EDUCATION: State highest grade level or degree obtained, list major subject and any other subjects which you feel might be valuable to you as a library employee.

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

VOLUNTEER EXPERIENCE: List any volunteer experience you have had which might be valuable to you as a library employee.

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

EMPLOYMENT EXPERIENCE: List most recent first. Give place of employment, your job title and reason for leaving. (Continue on reverse if necessary)

PLACE OF EMPLOYMENT	JOB TITLE	DATES EMPLOYED	REASON FOR LEAVING
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_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

CIVIL SERVICE STATUS: Are you now on any eligible list for Civil Service? YES \_\_\_ NO \_\_\_

If yes, state job title \_\_\_\_\_

Are you now employed? YES \_\_\_ NO \_\_\_ If yes, may we contact current employer? \_\_\_\_\_

REFERENCES: Give name, title, address and phone no. for three references who are not related to you.

Name and title	Address	Phone no.
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_____	_____	_____
_____	_____	_____
_____	_____	_____