APPLICATION FOR EMPLOYMENT

TAZEWELL COUNTY PUBLIC LIBRARY
PO Box 929
310 East Main Street
Tazewell, VA 24651

POSITION(S) APPLIED FOR:_____DATE OF APPLICATION: _____/_____/_____

NAME_____
Last First Middle

ADDRESS_____
Street City State Zip

TELEPHONE: (___)_____
Area Code

Have you ever been employed here before?……. ☐Yes ☐No

Are you legally eligible for employment in this country?…….. ☐Yes ☐No
(Proof of U.S. Citizenship or immigration status will be required upon employment.)

Date available for work…...……_____/_____/____

Type of employment desired: ____Full-Time _____Part-Time

EMPLOYMENT HISTORY: List your last four (4) employers, assignments or volunteer activities, starting with most recent, including military experience.

From	To	Employer	Telephone ( ) -
Job Title		Address	
Immediate Supervisor/Title		Summarize the nature of work performed and job responsibilities	
Reason for Leaving		Hourly Rate/Salary Start $_____per_____ Final $_____per _____	

From	To	Employer	Telephone ( ) -
Job Title		Address	
Immediate Supervisor/Title		Summarize the nature of work performed and job responsibilities	
Reason for Leaving		Hourly Rate/Salary Start $_____per_____ Final $_____per _____	

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Job Title		Address	
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SKILLS AND QUALIFICATIONS

Summarize special skills and qualifications acquired from employment or other experiences that may qualify you for work at TCPL.

_____

_____

EDUCATIONAL BACKGROUND

NAME AND LOCATION	YEARS COMPLETED	DID YOU GRADUATE?		COURSE OF STUDY
High School				
College		Major	Degree	
Other				

REFERENCES

NAME	TELEPHONE	YEARS KNOWN
	Area Code ( ) -	
	Area Code ( ) -	
	Area Code ( ) -	

The facts set forth in my application are true and complete. I understand that if employed, false statements on this application shall be considered sufficient cause for dismissal.

Signature of Applicant_____ Date:_____/_____/_____