

ADMINISTRATIVE USE ONLY

DATE INTERVIEWED: ____/____/____
POSITION: _____
PAY STEP: _____
RATE: _____



Livingston Parish Library
P. O. Box 397
Livingston, LA 70754

BRANCH USE ONLY

DATE RECEIVED: ____/____/____
STAFF INITIALS: _____

Application for Employment

Date ____/____/____

1. Name: _____
First Last

2. Street address: _____ Apt. _____

City _____ State _____ ZIP _____

3. Phone: _____ Email: _____

4. Branch location applying for _____

5. Position applying for _____

6. Full time _____ Part-time _____ Both _____

7. Are you legally authorized to work in the U.S.? YES _____ NO _____

Check YES only if you are one of the following:

(1) a citizen or national of the United States, (2) a lawful permanent resident, or

(3) an alien authorized to work in the United States.

8. Education:

	Name & Address	Date Completed	Degree
High School	_____	____/____/____	_____
Business College	_____	____/____/____	_____
Voc. College	_____	____/____/____	_____

University/College _____ / / _____

Major Subject: _____

Minor Subject: _____

9. Skills

Computer skills:

Other:

10. Work experience:

a. (Name of Employer) _____ (Phone) _____

(Address) _____

(Position held) _____

(Date of Employment) Beginning _____ Ending _____

(Supervisor Name) _____

b. (Name of Employer) _____ (Phone) _____

(Address) _____

(Position held) _____

(Date of Employment) Beginning _____ Ending _____

(Supervisor Name) _____

c. (Name of Employer) _____ (Phone) _____
(Address) _____
(Position held) _____
(Date of Employment) Beginning _____ Ending _____
(Supervisor Name) _____

11. Give names, addresses, and telephone numbers of three references:

Name _____ Phone _____

Street _____

City _____ State _____ Zip _____

Name _____ Phone _____

Street _____

City _____ State _____ Zip _____

Name _____ Phone _____

Street _____

City _____ State _____ Zip _____

If you would like to provide more information please use the additional space below:

You can attach your résumé to this application form. Résumé is not required and does not guarantee the offer of employment.

An incomplete application will not be processed.

Signature

 /

 /

Date

Livingston Parish Library is an equal opportunity employer.