

APPLICATION FOR EMPLOYMENT

Newton Public Library

720 N. Oak

Newton, KS 67114

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

(PLEASE PRINT IN INK)

Position(s) Applied for					Date of Application	
Last Name		First Name			Middle Name	
Address	Number	Street	City	State	Zip Code	
Telephone Number(s)						

Do you meet the minimum 16 years of age for employment? Yes No

On what date would you be available for work? _____

Are you available to work: Full Time Part Time

If part time, specify days and hours available for work _____

Have you ever been employed with us before? Yes No

If Yes, give date: _____

Do you have a valid Kansas driver's license? _____

Are you related to any employee? _____

If so, state name and relationship _____

Have you been convicted of a crime? Yes No

If Yes, please explain _____

If you are hired, you must provide proof of authorization to work in the United States.

REFERENCE

Give name, email address and telephone number of three references who are not related to you.

1.
2.
3.

EDUCATION: List highest degree obtained, and/or current educational institution

Type of School	Name and Location of School	Dates Attended	Did you Graduate? Yes or No	Degree or Diploma

State any additional information you feel may be helpful to us in considering your application:



EMPLOYMENT

1. Current or Most Recent Employer		Telephone ()
Address	Employed – (State month and year)	From To
Name of Supervisor	Weekly pay	Start Last
Job Title _____	Reason for Leaving May we contact them? Y / N	
2. Additional Employer		Telephone ()
Address	Employed – (State month and year)	From To
Name of Supervisor	Weekly pay	Start Last
Job Title _____	Reason for Leaving May we contact them? Y / N	

The information provided in this Application for Employment is true, correct, and complete. If employed, any misstatement or omission of fact on this application may result in my dismissal. I understand acceptance of an offer of employment does not create a contractual obligation upon the employer to continue to employ me in the future. I authorize the Newton Public Library to request my school records if necessary.

Date _____ Signature _____

NPL IS AN EQUAL OPPORTUNITY EMPLOYER