



Job Application for Ida Hilton Public Library Library Assistant Position

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| Job Location 1105 North Way Darien, GA 31305 Phone: [912-431-2124] Leila Yoder, Manager | Return Application to Library Manager P.O. Box 1227 Darien, GA 31305 E-mail: lyoder@trrl.org *If emailing use .pdf file or application will not be considered Include Cover letter, Resume, and Application |
|--|--|

Personal Information

| | | | | | |
|---|--------------------------|---------------------------------------|------|------------|--------------|
| Last | First | MI | SSN# | Email | |
| Street Address | City | ST | Zip | Home Phone | Mobile Phone |
| Are you entitled to work in the United States? | | Are you 18 or older? | | | |
| Have you been convicted of a felony or been incarcerated in connection with a felony in the past seven years? | | If yes, please explain: | | | |
| Military Service? | Branch | Are you a veteran? | | War | |
| What position are you applying for? | | How did you hear about this position? | | | |
| Expected Hourly Rate | Expected Weekly Earnings | Date Available | | | |

Prior Work Experience

| | Current or Most Recent | Prior | Prior |
|------------------------------|--------------------------|--------------------------|--------------------------|
| Employer | | | |
| Address | | | |
| City, ST, ZIP | | | |
| Telephone | | | |
| Name of Immediate Supervisor | | | |
| Dates of Employment | From To | From To | From To |
| Position/Job Title | | | |
| Pay | | | |
| Reason for Leaving | | | |
| May We Contact | | | |

Education

| | Name/Location | Last Year Complete | Degree | Major or Emphasis |
|--|---------------|--------------------|---------|-------------------|
| High School | | 9 10 11 12 | Diploma | |
| College/University | | 1 2 3 4 | | |
| Trade School | | | | |
| Other | | | | |
| List any applicable special skills, training or proficiencies. | | | | |
| Typing: WPM? | | | | |
| Data Entry experience? | | | | |

Personal References

| | Reference 1 | Reference 2 | Reference 3 |
|---------------|-------------|-------------|-------------|
| Name | | | |
| Address | | | |
| City, ST, ZIP | | | |
| Telephone | | | |

| | | |
|--|-----------|------|
| Disclaimer - By signing, I hereby certify that the above information, to the best of my knowledge, is correct. I understand that falsification of this information may prevent me from being hired or lead to my dismissal if hired. I also provide consent for former employers to be contacted regarding work records. | Signature | Date |
|--|-----------|------|