

Finger Lakes Library System

Employment Application - S

119 E. Green Street
Ithaca, NY 14850-5613
(607) 273-4074

Name: _____ Date: _____

Current Address: _____

Phone: _____ E-mail Address: _____

Position applying for: _____

Are you 18 Years of age or older? ___ Yes ___ No Date of Birth if less than 18 years old _____

Have you ever been convicted of a criminal offense? ___ Yes ___ No

If yes, please explain _____

Why did you leave your last position (or why do you desire a change) _____

Salary of present (or last) position _____

Describe your computer software knowledge and experience _____

Describe knowledge of other equipment or other skills _____

Do you hold a valid New York State driver's license? ___ Yes ___ No

HOURS AVAILABLE TO WORK

Monday	Tuesday	Wednesday	Thursday	Friday

WORK EXPERIENCE

Employer	Location	Position	Supervisor	Dates (Mo/Yr)

EDUCATION

School	Name & Location	Dates (Mo/Yr)	Degree	Major
High School				
College				
Post Graduate				
Business/Trade				
Other				

REFERENCES: Name any persons other than relatives who know about your qualifications and work performance.

Name	Occupation	Address	Phone No.

Attach resume if job requires

I hereby certify that the facts set forth in the above employment application are true and complete to the best of my knowledge. I understand that the employer will thoroughly investigate my work and personal history and verify all data given on this application, on related papers, and in interviews. I understand if employed, falsified statements on this application shall be considered sufficient cause for dismissal.

I further understand that if offered employment, the employer will conduct such other checks as are relevant to the position including consumer, criminal, and driving record. I understand that employment is conditional upon satisfactory completion of such checks and agree to provide the employer with the information to conduct these checks such as date of birth.

 Signature of Applicant

Date