



CalvertLibrary.info

# Application for Employment Library Page

FOR OFFICE USE ONLY	
Interview Scheduled _____	Date _____
	Time _____
Notification of Hire _____	
Starting Date _____	
Salary _____	
Comments _____	
_____	

Fill out in your own handwriting:

Library Branch \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Social Security Number \_\_\_\_\_

Address \_\_\_\_\_ Email \_\_\_\_\_

Telephone number \_\_\_\_\_

Name of School \_\_\_\_\_ Grade \_\_\_\_\_

Work or Volunteer Experience:

<u>Employer</u>	<u>Position Held</u>	<u>Dates</u>

Date available for employment: \_\_\_\_\_

Give names of two references other than family:

<u>Name</u>	<u>Occupation</u>	<u>Address</u>	<u>Telephone</u>

Library policy requires that all applicants be at least 16 years of age.

\_\_\_\_\_ Date \_\_\_\_\_ Signature

*Under Maryland law an employer may not require or demand any applicant for employment or prospective employment to submit to or take a polygraph, lie detector or similar test or examination as a condition of employment or continued employment. Any employer who violates provision is guilty of a misdemeanor and subject to a fine not to exceed \$100.00.*

Signature

Any misinformation or misrepresentation on this application is grounds for dismissal.

Applications will be retained for 1 year from date of receipt.