

## **APPLICATION FOR EMPLOYMENT**

It is the policy of the Lake Villa District Library to afford Equal Employment Opportunity regardless of race, age, religion, color, marital status, national origin, gender, or sexual orientation. Further, all applicable laws relating to disability discrimination will be strictly followed.

First   Firs	APPLICANT I	INFORMA	TION									
State   Final Address   Final Final Part-Time   Seasonal   Year round   Are you legally etglible to work to the United States? (If hired, verification will be required)   YES   NO   Part-Time   Final Final Final Part-Time   Final Final Part-Time   Fina	Last Name			F	irst				M.I.		Date	
Phone   E-mail Address   E-mail Address   Date available to start   Type of work desired: Full Time   Part-Time   Seasonal   Year round   Are you 16 years of age or older? Yes   No   Available to work: Daytime   Evenings   Weekends   Hours available to work: Are you legally eligible to work in the United States? (If hired, verification will be required)   YES   NO    EDUCATION  High school	Street Address					'				Apartment/Unit #		
Position applying for	City			S	State				ZIP			
Type of work desired: Full Time   Part-Time   Seasonal   Year round   Are you 16 years of age or older? Yes   No   Available to work: Daytime   Evenings   Weekends   Hours available to work:  Are you legally eligible to work in the United States? (If hired, verification will be required)  # of years attended:   Did you graduate? YES   NO   If no, year of expected graduation:  # of years attended:   Did you graduate? YES   NO   Degree    # of years attended:   Did you graduate? YES   NO   Degree    # of years attended:   Did you graduate? YES   NO   Degree    # of years attended:   Did you graduate? YES   NO   Degree    # of years attended:   Did you graduate? YES   NO   Degree    # Of years attended:   Did you graduate? YES   NO   Deg	Phone			E	-mail Ado	-mail Address						
Available to work: Daytime   Evenings   Weekends   Hours available to work:  Are you legally eligible to work in the United States? (If hired, verification will be required) YES   NO    EDUCATION  High School	Position applying	g for							Date ava	ilable to	o start	
Are you legally eligible to work in the United States? (If hired, verification will be required)   YES   NO	Type of work de	sired: Full	sonal 🗌	Year	round [	] Are	you 16 y	ears of	age or ol	der? Yes 🗌 No 🗌		
High School  # of years attended:	Available to work: Daytime   Evenings   Weekends   Hours available to work:											
High School         Address           # of years attended:         Did you graduate?         YES	Are you legally e	eligible to wo	ork in the United States? (I	f hired,	, verification will be required)			YES 🗌			NO 🗌	
# of years attended: Did you graduate? YES NO If no, year of expected graduation:  College	EDUCATION											
College         Address           # of years attended:         Did you graduate? YES NO Degree         Doegree           Address           # of years attended:         Did you graduate? YES NO Degree         Doegree           EMPLOYMENT HISTORY (Begin with most recent)           Employer         Phone         Supervisor           Address         Supervisor         Phone           From         To         Reason for Leaving         YES NO Degree           Employer         Phone         Phone           Address         Supervisor							Addres	s				
# of years attended: Did you graduate? YES NO Degree  Other	# of years atten	ded:		Did y	you gradı	uate?	YES 🗌	NO 🗌	If no,	year of	expected	graduation:
Other	College						Addres	S				
# of years attended:  Did you graduate? YES NO Degree  EMPLOYMENT HISTORY (Begin with most recent)  Employer Phone  Address Supervisor  Position/Duties  From To Reason for Leaving  May we contact your current supervisor? YES NO  Employer Phone  Address Supervisor	# of years atten	ded:		Did y	you gradı	uate?	YES	NO [	Deg	ree		
EMPLOYMENT HISTORY (Begin with most recent)  Employer	Other						Addres	s				
Employer	# of years attended: Did you graduate? YES \( \square \) Degree											
Address Supervisor  Position/Duties  From To Reason for Leaving  May we contact your current supervisor? YES NO Phone  Employer Phone  Address Supervisor	EMPLOYMENT HISTORY (Begin with most recent)											
Position/Duties  From To Reason for Leaving  May we contact your current supervisor? YES NO Phone  Address Supervisor	Employer					Pl	none					
From To Reason for Leaving  May we contact your current supervisor?  YES NO Phone  Address  Supervisor	Address					S	upervisor					
May we contact your current supervisor?  YES NO Phone  Address  Supervisor												
Employer Phone Address Supervisor	From	То	Reason for Leavi	ng								
Address Supervisor	May we contact your current supervisor?			YES [	N	0 🗆						
Address Supervisor	Employer				P	none						
	Address					Si	upervisor					
From To Reason for Leaving		To	Posson for Logui	na								
				iig	VEC.	, , ,	0 🗆					
May we contact your previous supervisor?  YES NO					YES _							
Employer Phone												
Address Supervisor	Address					S	upervisor					
Position/Duties	Position/Duties											
From To Reason for Leaving	From	То	Reason for Leavi	ng								
May we contact your previous supervisor?  YES  NO  NO	May we contact your previous supervisor?				YES [	N	0 🗆					

ADDITIONAL COMMENTS RELATI	G TO YOUR EMPLOYMENT HISTORY
	IS (summarize any skills or qualifications that you acquired through employment or
other experience that are applicable to	ne position you are applying for)
DDIEELV DESCRIBE WHAT VOLLD	IEVE TO DE THE MOST VALUADIE SVILL VNOW! EDGE OD TALENT THAT
YOU WILL BE ABLE TO CONTRIBU	IEVE TO BE THE MOST VALUABLE SKILL, KNOWLEDGE, OR TALENT THAT E TO LVDL.
REFERENCES (Please provide names	three individuals not related to you whom you have known at least one year)
Full Name	
Address	Phone
Relationship	Years acquainted
Full Name	
Address	Phone
Relationship	Years acquainted
Full Name	
Address	Phone
Relationship	Years acquainted
DISCLAIMER AND SIGNATURE	
application, my past employment, educorporations supplying such information making such investigation. I also agreeinvestigation are not satisfactory for a terminated immediately without any cactually rendered if I have begun wor	Library to make a thorough investigation of all statements contained in this tion, and other activities, and I release from all liability all persons, companies, and I indemnify the Lake Villa District Library against any liability that might result from that if any misrepresentations have been made by me herein or the results of that reason, any employment made to me by the Lake Villa District Library may be gation or liability to me other than for payment, at the rate agreed upon, for services or the Lake Villa District Library.
policies, procedures, or handbooks the District Library and me for either emp made to me. I understand that emplo- Library may terminate my employmen	I might receive is intended to create an employment contract between the Lake Villa ment or the provision of any benefit. No promises regarding employment have been nent at the Lake Villa District Library is employment at will, which means that the in the event that I am hired, with or without cause or notice.
hereby acknowledge that I have rea	he above statement and understand it.
Signature	Date