



Chemung County Library District Application for Part Time Employment

When completed, attach resume (if applicable) to back of application and return to either Steele Memorial Library or Horseheads Free Library.

PLEASE COMPLETE

Name _____
Last Name First Name Middle Initial

Present Address _____
Street Apt # City State Zip

Telephone (_____) _____ Library Card # _____

Email _____

Can you work:

Morning Afternoon

Evening Weekends

Days available to work:

Mon _____ Tues _____ Wed _____ Thurs _____ Fri _____ Sat _____

Date available to begin

EDUCATION

School	Location	Years Completed	Major/ Degree or Diploma

Do you have experience using a: Cash Register Computer

WORK EXPERIENCE

Have you ever worked in a library before, please list location, position held, and a brief summary of job duties:

Please list your last three employers:

Company	Phone Number	Dates/ Years Employed	Position/ Job Duties

May we contact your present employer? Yes No

PLEASE LIST THREE PROFESSIONAL REFERENCES (Name, Relationship, & Phone Number)

I certify that all answers and statements on this application are true and complete to the best of my knowledge. I understand that, should this application contain any false or misleading information, my application may be rejected or my employment with Chemung County Library District terminated.

Signature _____ Date _____