



HAYS PUBLIC LIBRARY

1205 Main Street • HAYS, KANSAS 67601-3693

(785) 625-9014 • (785) 625-8683 FAX

www.hayspublib.org

Melanie Miller, Library Director

APPLICATION FOR EMPLOYMENT

Today's Date _____

Last Name	First	Middle	Y / N Under 18?
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Street Address	City	State	Zip
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Home Telephone	Business Phone	E-mail	Social Security No.
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EDUCATION

High School	Degree?	Years completed	
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College/university	Degree?	Years completed	Subjects/Major
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Advanced degree or other	Degree?	Years completed	Subjects/Major
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EXPERIENCE (Previous Employment)

Most recent employer	Telephone	Dates of employment	Title/Responsibilities
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Next most recent	Telephone	Dates of employment	Title/Responsibilities
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Other employment	Telephone	Dates of employment	Title/Responsibilities
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EMPLOYMENT REQUESTED

Y / N	Y / N	Specific Position?	Y / N
Full-time	Part-time		Previous employment at Hays Public Library

EMPLOYMENT AVAILABILITY Please indicate any days or times during which you would not be available to work

PLEASE COMPLETE OTHER SIDE

REFERENCES

(Three professional / educational references required)

Name	Address	Telephone	Position	Yrs known
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Y / N

Are you legally eligible for employment in the U.S.?

Y / N

Have you been convicted of a crime within the last seven years which would affect your ability to perform your job?

Y / N

Are you related to anyone in the employ of the Hays Public Library? Name _____

Why are you interested in working for the Hays Public Library?

What qualifications and experiences do you feel contribute to your candidacy?

Employment at the Hays Public Library shall not be denied or abridged because of age, sex, religion, national origin, social or political views, disabilities or health conditions.