



Grand County Library District Employment Application

Applicant Information

Name: _____ Date: _____
Last First M.I.

Address: _____
Mailing Address/Physical Address Apt/Unit #

City State ZIP Code

Phone: _____ Email: _____

Date Available: _____ Position(s) Applying For: _____ Desired Salary:\$ _____

How did you learn about us?

Are you authorized to work in the YES NO
United States?

Have you ever worked for this YES NO
company? If yes, when? _____

Have you ever been convicted of YES NO
a felony? If yes, explain: _____

References

Please list three personal/professional references that we may contact.

Name: _____ Relationship: _____
Time Known: _____ Phone or E-mail: _____

Name: _____ Relationship: _____
Time Known: _____ Phone or E-mail: _____

Name: _____ Relationship: _____
Time Known: _____ Phone or E-mail: _____

Education

High School: _____ Address: _____
Course of Study: _____ Years Completed: _____
YES NO
Diploma/Degree Earned?

College: _____ Address: _____
Course of Study: _____ Years Completed: _____
YES NO
Diploma/Degree Earned?

Graduate: _____ Address: _____
Course of Study: _____ Years Completed: _____
YES NO
Diploma/Degree Earned?

Other: _____ Address: _____
Course of Study: _____ Years Completed: _____
YES NO
Diploma/Degree Earned?

Previous Employment

Please list three past employers, beginning with the most recent.

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____ From: _____ To: _____
Responsibilities: _____

Reason for Leaving: _____ May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____ From: _____ To: _____
Responsibilities: _____

Reason for Leaving: _____ May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____ From: _____ To: _____
Responsibilities: _____

Reason for Leaving: _____ May we contact your previous supervisor for a reference? YES NO

Which of these jobs did you like the best?

What did you like most about your favorite job?

Military Service

Branch: _____ From: _____ To: _____

Rank at Discharge: _____ Type of Discharge: _____

If other than honorable, explain: _____

Other

What are your hobbies, interests, etc.?

Describe any specialized knowledge, skills, abilities, etc.

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release. As part of the application process, I will consent to a criminal background check.

Signature: _____ Date: _____