

*Marian J. Mohr Memorial Library*

Johnston's Public Library  
1 Memorial Avenue  
Johnston, RI 02919  
(401) 231-4980

Prospective employees will receive consideration without discrimination based on race, creed, color, sex, age, national origin, handicap, veteran status or any condition prescribed by state or local law.

JOB APPLICATION

Position Desired: \_\_\_\_\_

Personal Information

\_\_\_\_\_  
Last name                                      First                                      Middle                                      Date

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone

Have you ever applied for employment with us?  Yes  No                                      if yes, when: \_\_\_\_\_

Apart from absence for religious observance, are you available for full-time work?  Yes  No

What hours can you work? \_\_\_\_\_

Are you legally eligible for employment in the United States?  Yes  No

Have you been convicted of any crimes in the past ten years, excluding misdemeanors and summary offenses, which have not been annulled, expunged or sealed by a court?  Yes  No

If yes, describe:

Education

\_\_\_\_\_  
Course                                      Years of study                                      Degree received                                      Date completed

\_\_\_\_\_  
School name, location

\_\_\_\_\_  
Course                                      Years of study                                      Degree received                                      Date completed

\_\_\_\_\_  
School name, location

(use back of sheet if necessary)

Did you serve in the Armed Forces?       yes    no    If yes, what Branch? \_\_\_\_\_

Personal Interests, Hobbies

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Additional information (professional or civic organizations, special accomplishments, awards..). Please omit those which may disclose your race, color, religion, age or national origin.

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Employment

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Company Name	Address	telephone
Job title & description of duties		employed dates (start/end)
Supervisor	reason for leaving	

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(use back of sheet if necessary)

Please read and understand this statement before signing your application:

The information I have provided in this Application for Employment is true, correct and complete. Incomplete, false, or misrepresented information of any kind will be sufficient cause for my application to be rejected or, if discovered after I am employed, cause for immediate termination of my employment.

I authorize the employer to contact and obtain information about me from previous employers, educational institutions and "references" I provided, and any other party necessary to verify the accuracy of information I disclosed in this application, a related employment resume, or a personal interview. The Mohr Library policy requires background checks to include fingerprinting and a check against a national criminal records database. To assist in the processing of my Application, I waive all rights and claims I may otherwise have against the employer or its representatives, for seeking and using information to evaluate my employment request and all other persons, corporations or organizations who provide information for this purpose.

Applicant's signature \_\_\_\_\_ Date \_\_\_\_\_