

Hillsdale Community Library 11 East Bacon Street Hillsdale, Michigan 49242 Phone: (517) 437-6470 Fax: (517) 437-6477 www.hillsdale-library.org

Employment Application

Name (First MI Last)			
Name (First, MI, Last)		Date of Birth:	
Address:			
Phone Number (please include area code):		E-mail address	
Are you at least 18 years old? Yes No		You will be required to show proof upon hire.	
Are you related to any mem	ber of the City Council, City Board o	r Commission member or any Cit	y Employee? Yes No
If yes, indicate Name, Relat	ionship, and Position:		
Have you ever worked for the	ne City of Hillsdale? Yes No	If yes, when?	
Date Available to Work:			
Education: Circle highest g	rade completed. High School: 9	10 11 12 College: 1	2 3 4 5 6
High School and Institution	of Higher Learning		
Name	Dates Attended	Major	Degree or Diploma Obtained
Job Experience: Include all accurate and complete. You	related job and volunteer experience nay attach a resume, but your qualit	pertinent to the position you are ε ατα increase increase increase in the result of the contract of the contr	applying for. Fill in all the spaces. Be mation provided on this form.
Place of Employment:			
	Phone:		
Address:		Phone:	
	e:		
Supervisor's Name and Title			ve contact this employer? Yes No
Supervisor's Name and Title	e:	May v Hours Per Week	ve contact this employer? Yes No

Place of Employment:	
Address:	Phone:
Supervisor's Name and Title:	May we contact this employer? Yes No
Employment Dates:	Hours Per Week
Starting Wage Ending Wage	
Description of Work Performed:	
Reason for leaving:	
Place of Employment:	
Address:	
Supervisor's Name and Title:	
Employment Dates:	Hours Per Week
Starting Wage Ending Wage	
Description of Work Performed:	
Paggan for leaving	
Reason for leaving:	
Have you ever been requested or forced to resign from a position for mis	sconduct or unsatisfactory service?
Yes No If yes, please explain:	
Have you ever been convicted of a misdemeanor or felony (other than m suspended sentence? Include military trial convictions. Yes No	ninor/civil traffic offenses), placed on probation, fined or given a
If yes, please explain:	
Convictions will not automatically bar an applicant from employment for severity, the passage of time, and subsequent job performance will all b	
PLEASE READ THIS STATEMENT AND CAREFULLY REVIEW YOU	UR ENTIRE APPLICATION MATERIAL BEFORE SIGNING BELOW.
I certify that all statements made on the application for and, if applicable that any omission, misstatement, or falsification may be cause for reject and/or discharge from City service. In addition, I authorize any individinformation concerning statements made by me on this application, and from all liabilities for any damages whatsoever incurred in furnishing su	tion of this application, removal of my name from an eligibility list(s), lual, company, organization, or institution to release any and all I do hereby release all parties and individuals connection there with
Name (printed):	
Signature:	Date: