



Return original signed applications to:  
 Glenwood Public Library  
 109 N. Vine Street  
 Glenwood, Iowa 51534  
 (712) 527-5252  
**Employment Application**  
 An Equal Opportunity Employer

**Personal Information**

Please note: Type or print legibly in black ink; complete all sections.		
<b>Last Name:</b>	<b>First Name:</b>	<b>MI:</b>
<b>Street Address:</b>		
<b>City:</b>	<b>State:</b>	<b>Zip:</b>
<b>Phone: (    )</b>	<b>Email Address:</b>	
<b>Do you have a valid Driver's License?</b>		
<b>Date of Birth:</b>		
<b>Have you previously submitted an application with the Glenwood Public Library?</b>		
<b>Position Desired:</b>	<b>Date Available:</b>	
<b>How did you hear about this position?</b>		

**Education and Skills**

<b>High School graduated from:</b>
<b>College/Degree(s):</b>
<b>Software/Computer Knowledge:</b>

## Experience

List last 10 years of work experience. Include Volunteer work and Military Service.

Use additional sheets if necessary.

**Name of Employer:**

**May we contact?**

**Address:**

**City:**

**State:**

**Zip:**

**Supervisor's Name:**

**Phone Number:**

**Your Title:**

**Duties Performed:**

**Reason for leaving:**

**Name of Employer:**

**May we contact?**

**Address:**

**City:**

**State:**

**Zip:**

**Supervisor's Name:**

**Phone Number:**

**Your Title:**

**Duties Performed:**

**Reason for leaving:**

**Name of Employer:**

**May we contact?**

**Address:**

**City:**

**State:**

**Zip:**

**Supervisor's Name:**

**Phone Number:**

**Your Title:**

**Duties Performed:**

**Reason for leaving:**

## References

List 3 persons who have knowledge of your competence in the field for which you are applying that we may contact.			
Name	Employer	Title	Phone

## Personal Questions

Have you ever been convicted of a crime?	If yes, explain:
Have you even been placed on probation?	If yes, explain:
If hired, can you provide evidence of legal right to work in the USA?	
Do you have any physical, mental or medical impairment or disability that would limit your job performance for the position for which you are applying?	
If yes, explain:	
Are there any workplace accommodations which would assure better job placement/enable you to perform your job to your maximum capacity?	
Any other information we should consider in regards to hiring you?	

## Agreement

<p>Agreement of Applicant:</p> <p>I hereby certify that all statements in this application and accompanying materials are true. I agree and understand that any misrepresentation of deliberate omission of a material fact may be justified for termination or refusal of employment. I authorize the City of Glenwood/Glenwood Public Library to release information as necessary to verify statements made in this application and/or accompanying materials. I also authorize the employers, schools, or persons named above to give any additional information regarding my qualifications and character. If offered a position, I further agree to submit to a Criminal History Record Check. I further agree to furnish proof of either citizenship or legal right to work in the U.S.</p> <p><b>Signature:</b> _____ <b>Date:</b> _____</p>
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