

Washington County Public Library
333 West Main Street • Springfield, KY 40069 • (859) 336-7655
<https://wcplky.org>

Application for Employment

Please type or print.

Identification

Last Name	First Name	Middle Name	
Street Address	City	State	Zip
Daytime Telephone	Cell Phone Number	Email Address	

Have you ever been known by any other name(s) that WCPL should know to verify information in this application? If yes, please list name(s) below.

General Information

	Yes	No
Are you under the age of 18?		
Are you legally eligible for employment in the U.S.?		
Are you interested in full-time work?		
Part-time work?		
Can you work evenings and weekends?		
Do you hold a valid Kentucky driver's license?		
Have you ever been convicted of a felony or misdemeanor (other than speeding)?		
If yes, give date and location of conviction and describe the nature of the offense.		

Have you ever lived outside of Kentucky?		
If yes, list states and dates.		
What is the position in which you are applying?		

Education

Training	Number of Years	Name and City	Did you Graduate? (Yes/No)	Major Course of Study
High School				
Business, Correspondence, or Vocational School				
College or University				
Graduate School				
Other Courses or Special Training				
Are you currently enrolled in school? Yes No Where?				
Special Skills, Talents and Interests: (Computers, musical instruments, design, gardening, etc.)				
Other information relevant to the position you would like WCPL to know:				
Do you currently hold Kentucky State Certification of Public Librarians? Yes _____ No _____				
If yes, what type of certification?				
Expiration date:				

References

(Other than Employers and Relatives)

Name:	Occupation:	Work Phone: Home Phone:
Street Address:	City, State, Zip	
Name:	Occupation:	Work Phone: Home Phone:
Street Address:	City, State, Zip	
Name:	Occupation:	Work Phone: Home Phone:
Street Address:	City, State, Zip	

Personal Response

What do you see as the role of the public library in a small community such as Washington County?
Washington County Public Library works to maintain a friendly, helpful experience, where anyone feels comfortable asking for assistance. How do you think you will fit into this environment?

I certify that the statements made by me on this application are true, complete, and correct to the best of my knowledge and are made in good faith. I authorize you to make such investigations and inquiries of my personal and/or employment history as may be necessary in arriving at an employment decision. I hereby release employers, schools, or person from liability in responding to inquiries in connection with my application. In the event of employment, I understand that false or misleading information given on the application or in the interview(s) may result in my discharge. I understand, also, that I am required to abide by all rules and regulations to abide by all rules and regulations of the Washington County Public Library.

Signed: _____

Date: _____

The Washington County Public Library does not discriminate on the basis of race, religion, sex, national origin, age, sexual orientation or disability in employment or the provision of services.