

The Russell County Public Library accepts applications for employment from dedicated, hardworking individuals who seek to better our team and serve our community. When not actively hiring, applications may still be submitted. These applications will be kept on file for a period of one year from the date of submission and will be referred to in the event of an opening.

When hiring for specific positions, job openings with complete descriptions will be advertised in a variety of ways, including but not limited to the library’s website, social media, local news and media outlets, and the library’s bulletin boards. Generally, a cover letter and resume will also be requested in the call for applicants.

With questions about this application or other employment issues, please contact the library at (270) 343-7323.

APPLICANT INFORMATION			
Full Name			
Street Address			Apartment/Unit #
City	State		ZIP
Phone	E-mail Address		
Date available to start	Can you work occasional evenings & weekends? YES <input type="checkbox"/> NO <input type="checkbox"/>		
Have you ever worked for a library?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, where & when?
Have you ever been convicted of a felony?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain
How comfortable are you working with technology?	Very <input type="checkbox"/>	Some <input type="checkbox"/>	Not at all <input type="checkbox"/>
How comfortable are you communicating with the public?	Very <input type="checkbox"/>	Some <input type="checkbox"/>	Not at all <input type="checkbox"/>
What was the last book you read?			
List any additional skills or training you feel might be pertinent. What qualities do you have that would make you a good addition to our staff?			

EDUCATION				
High School			Address	
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
			Degree	
College			Address	
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
			Degree	
Other			Address	
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
			Degree	

REFERENCES

Please list three professional references (no family members, please)

Full Name	Relationship
Company	Phone ()
Address	
Full Name	Relationship
Company	Phone ()
Address	
Full Name	Relationship
Company	Phone ()
Address	

PREVIOUS EMPLOYMENT

Company	Phone ()
Address	Supervisor
Job Title	Responsibilities
From To	Reason for Leaving
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>	
Company	Phone ()
Address	Supervisor
Job Title	Responsibilities
From To	Reason for Leaving
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>	
Company	Phone ()
Address	Supervisor
Job Title	Responsibilities
From To	Reason for Leaving
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>	

DISCLAIMER AND SIGNATURE

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

Signature

Date