



**Williamson**  
PUBLIC LIBRARY

## Part-Time Seasonal Employment Application

Williamson Public Library  
6380 Route 21, Suite 1  
Williamson, NY 14589

### Applicant Information

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
*Last First M.I.*

Address: \_\_\_\_\_  
*Street Address Apartment/Unit #*

\_\_\_\_\_  
*City State ZIP Code*

Phone: \_\_\_\_\_ Email \_\_\_\_\_

Date Available: \_\_\_\_\_

Position Applied for: \_\_\_\_\_

Are you a citizen of the United States? YES  NO  If no, are you authorized to work in the U.S.? YES  NO

Have you ever worked for the Library? YES  NO  If yes, when? \_\_\_\_\_

If yes, explain: \_\_\_\_\_

### Education

High School: \_\_\_\_\_ Address \_\_\_\_\_

Did You Graduate: Yes or No Degree Received \_\_\_\_\_

College: \_\_\_\_\_ Address \_\_\_\_\_

Did You Graduate: Yes or No Degree Received \_\_\_\_\_

Other: \_\_\_\_\_ Address \_\_\_\_\_

Did You Graduate: Yes or No Degree Received \_\_\_\_\_

**References**

**Three Professional References Required**

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Company: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_

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Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Company: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_

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Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Company: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_

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**Previous Employment**

Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_  
Job Title: \_\_\_\_\_  
Responsibilities: \_\_\_\_\_  
From: \_\_\_\_\_ to \_\_\_\_\_ May we Contact: \_\_\_\_\_ YES or \_\_\_\_\_ NO  
Reason for Leaving: \_\_\_\_\_

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Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_  
Job Title: \_\_\_\_\_  
Responsibilities: \_\_\_\_\_  
From: \_\_\_\_\_ to \_\_\_\_\_ May we Contact: \_\_\_\_\_ YES or \_\_\_\_\_ NO

Reason for Leaving: \_\_\_\_\_

**Previous Employment**

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ to \_\_\_\_\_ May we Contact: \_\_\_\_\_ YES or \_\_\_\_\_ NO

Reason for Leaving: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ to \_\_\_\_\_ May we Contact: \_\_\_\_\_ YES or \_\_\_\_\_ NO

Reason for Leaving: \_\_\_\_\_

**Hours You Are Available to Work at the Library**

	<b>MONDAY</b>	<b>TUESDAY</b>	<b>WEDNESDAY</b>	<b>THURSDAY</b>	<b>FRIDAY</b>	<b>SATURDAY</b>
<b>Hours the Library is Open</b>	9:30 am to 8:00 pm	9:30 am to 8:00 pm	9:30 am to 8:00 pm	9:30 am to 8:00 pm	9:30 am to 5:00 pm	10:00 am to 2:00 pm
<b>Hours You Are Available to Work</b>						

*I certify that my answers on this application and accompanying materials are true and complete to the best of my knowledge.*

*If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.*

*I give the Williamson Public Library the right to investigate all references, information provided and to secure additional information about me, if job-related. I hereby release from liability the employer and its representatives for seeking such information and all other persons, corporations or organizations for furnishing such information.*

Signed: \_\_\_\_\_

Date:

The Williamson Public Library is an Equal Opportunity Employer

Thank you for your interest in securing a position at the Williamson Public Library.

Your application will be kept on file as active for six months. If, after that time, you have not been hired, but still want to be considered for a position, please contact the library Director.

If a position becomes available, your active application will be reviewed and you may be contacted for an interview.

Applications and accompanying materials may be submitted by mail, dropped off at the library, or via email attachment to the Williamson Public Library Director at [kiraci@owwl.org](mailto:kiraci@owwl.org)