



500 North Market Street
Berwick, PA 18603
570-752-2241
mcbridelibrary.org

Employment Application

Applicant Information

Full Name _____ Date _____
Last First M.I.

Address _____
Street Address Apartment/Unit #

City State ZIP Code

Phone _____ Email _____

Position Applied for _____
Library Assistant; \$10.00/hour

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? _____
☐ ☐

Have you ever been convicted of a felony? YES NO
☐ ☐

If yes, explain _____

Education

High School _____ City/State _____

From _____ To _____ Did you graduate? YES NO
☐ ☐

College _____ City/State _____

From _____ To _____ Did you graduate? YES NO Degree _____
☐ ☐

Other _____ City/State _____

From _____ To _____ Did you graduate? YES NO Degree/Cert _____
☐ ☐

References

Please list three professional or character references.

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	_____
		YES	NO
May we contact your previous supervisor for a reference?		<input type="checkbox"/>	<input type="checkbox"/>

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

Military Service

Branch _____ From _____ To _____

Rank at Discharge _____ Type of Discharge _____

If other than honorable, explain _____

Disclaimer and Signature

I certify that my answers 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.

Signature _____ Date _____

Thank you for taking the time to apply for a position at the McBride Memorial Library.
You will be contacted after the close of the application period.
Please contact Library Director **Valerie Johnson** at **570-752-2241 ext 212** if you have questions about this position.