**MCLOUTH Public Library**

PO Box 69, 215 S. Union, McLouth, KS 66054

 913-796-2225

**Classified Personnel**

Position applying for Date

Name Last First Middle

Address

 Street City State Zip

Telephone: Home Work Cell

**EDUCATIONAL RECORD**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Name of School | Years Completed | Diploma and/or Degree |
| High School |  |  |  |
| Trade School/ Vocational |  |  |  |
| College or University |  |  |  |
| Other |  |  |  |

**EMPLOYMENT HISTORY**

Essential: List correct names, addresses, and phone numbers. Begin with your latest employment.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Dates of Employment | Number of Years | Name | Address and Phone | Job Title |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**REFERENCES** (Not Related To You):

Name: Position

Address: Phone:

Name: Position

Address: Phone:

Name: Position

Address: Phone:

List any additional information regarding your knowledge, skills and experience relative to the job for which you are applying.

Why are you seeking a new position, or why did you leave your last position?

Have you ever been dismissed or asked to resign from employment? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, please explain:

Moral turpitude is an act of baseness, vileness or depravity in the private of social duties which a person owes another member of society or society in general and which are contrary to the accepted rule of right and duty between persons, including, but not limited to theft, attempted theft, murder, rape, swindling, and indecency with a minor. Have you ever been convicted or plead guilty or nolo contender to a felony or any offense involving moral turpitude? Yes \_\_\_ No \_\_

If yes, please:

 Conviction of a crime is not an automatic bar to employment.

**AGREEMENT**

I hereby certify that the above information to the best of my knowledge is true, accurate and complete. Any misrepresentation or willful omissions of facts shall be sufficient cause for disqualification of this application or termination of employment. Furthermore, it is understood that this application and records become the property of the District which reserves the right to accept or reject it. I further agree to observe all rules, regulations and policies of the District now in force and effect or as they may change during my employment, if I am employed by the District.

I hereby authorize the District to conduct work history, personal reference or police record inquires to determine my acceptability for employment.

Signature: Date: