

**EMPLOYMENT APPLICATION**

Library Assistant II: Days & Times for this position are Mondays-Thursdays, 4:30-7:30pm.

**PERSONAL INFORMATION**

<b>NAME</b> ( <i>Lastname, Firstname Middle Initial</i> )	<b>DATE OF BIRTH</b> ( <i>mm/dd/yyyy</i> )	<b>POSITION APPLYING</b>
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**ADDRESS** (*Number, Street, City, State Zip Code*)

<b>TELEPHONE</b> ( <i>Home</i> )	<b>TELEPHONE</b> ( <i>Mobile</i> )	<b>EMAIL ADDRESS</b>
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<b>PLACE OF BIRTH</b> ( <i>City, Country</i> )	<b>CITIZENSHIP</b>
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In case of accident, notify:

	<b>Name</b>	<b>Relationship</b>	<b>Contact</b>
Primary			

**EDUCATION** (*most recent*)

<b>Level</b>	<b>School Name</b>	<b>Period (Year)</b>		<b>Deg</b>
		<b>From</b>	<b>To</b>	

**WORK EXPERIENCE** (*last 3 latest only*)

<b>Company / Location</b>	<b>Date (Year)</b>		<b>Position</b>	<b>Reason for Lea</b>
	<b>From</b>	<b>To</b>		

**MAJOR SKILLS**

- MS Office
- SAP Financial
- Quickbooks Online
- Freshbook
- Zero Accounting

SIGNATURE

DATE





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