

Application for Temporary Student Library Assistant Job

Watson Library Kilgore College

Date: _____

- Contact Info

- Name _____
- Address _____
- Phone _____
- Cell _____
- Email _____
- Student ID# _____
- Date of Birth _____

- Experience

- Have you ever worked in a library? Yes _____ No _____
- If yes, what library and how long? _____
- What were your duties? _____

- In what office/computer skills are you proficient? _____

- What is your major? _____
- What strengths would you bring to this job if hired? _____

- Availability

- Mark times you are available to work:
Evenings _____ Mornings _____ Afternoons _____
- Can you work Sundays 2 - 5 pm? Yes _____ No _____
- What date/semester can you begin work? _____
- When do you expect to graduate? _____
- Check mark the semesters you will be available to work: Fall _____ Spring _____ Summer _____
- Have you been informed you are qualified for the Federal Work Study Program? Y / N

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Where have you worked before?

Company name and address

Dates of employment: _____

What were your duties: _____

Company name and address

Dates of employment: _____

What were your duties: _____

References: list names and contact info of 3 (non-family) people with whom you worked or teachers.

Have you ever been convicted of a felony? Y/N

If yes, explain.

Student must pass a test before application is completed. Student **MUST** supply projected class schedule to be considered. Student **MUST** attend library orientation before beginning work.