



# TEEN APPLICATION FOR EMPLOYMENT

The Eudora Community Library is an Equal Opportunity employer.

***You will need a Social Security Number as a condition of being hired.***

## PERSONAL INFORMATION

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
(last) (first) (middle)

Address: \_\_\_\_\_  
(number) (street) (city) (state) (zip code)

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

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

Age: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Are you authorized to work in the United States of America? \_\_\_\_\_ Yes \_\_\_\_\_ No

## EDUCATION

School Name: \_\_\_\_\_

Current Grade: \_\_\_\_\_

Do you participate in any extracurricular activities: \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, please list:

\_\_\_\_\_  
\_\_\_\_\_

## AVAILABILITY

Available to work: \_\_\_\_\_ Weekdays after school    \_\_\_\_\_ Summer Break    \_\_\_\_\_ Holidays  
\_\_\_\_\_ Weekends    \_\_\_\_\_ Other

If your application is considered favorably, what date will you be available to start working for the Library?

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## EXPERIENCES (if any)

List any past jobs, volunteer work, or babysitting/lawn care, etc.

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## SKILLS & INTERESTS

What are some of your strengths or skills? (Circle all that apply):

\*Good with people

\*Responsible

\*Fast learner

\*Punctual

\*Team player

\*Organized

\*Other: \_\_\_\_\_

## REFERENCES

Include one adult not related to you (examples: teacher, coach, or neighbor)

Name: \_\_\_\_\_

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

How do you know this person? \_\_\_\_\_

Why do you want this job?

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## AGREEMENT

I certify that the statements made in this application are correct and complete to the best of my knowledge.

I understand that false or misleading information may result in termination of employment.

If I am accepted for employment with the Eudora Community Library, I agree to abide by all of its policies and procedures.

I understand that this application is not intended to be a contract of employment.

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Signature of Applicant

Date