

Houston County Public Library System

Administrative Offices

1201 Washington Street
 Perry, GA 31069 478-987-3050

Application for Employment

Houston County Public Library System is an Equal Opportunity Educational Institution committed to excellence through diversity. Employment offers are made on the basis of qualifications, and without regard to race, sex, religion, national or ethnic origin, disability, age, veteran status, or sexual orientation. Information provided on this application is subject to the Georgia Open Records Act (O.C.G.A. §50-18-70).

PLEASE TYPE OR PRINT. Complete both sides of the application. You may attach a resume, but you must still complete all questions – do not indicate "See Resume"; or your application will be deemed incomplete and may not be considered. Applications with missing or invalid job numbers will not be considered for any position.

Job Title:	Name (Last, First, Middle)		Other names under which you have attended school or been employed:
Mailing Address	City, State & Zip		
Email Address Physical Address	Home Phone	Mobile Phone City, State & Zip	Home Phone
Email Address	Cell Phone		

Are you eligible to work in the United States?	Y / N	
Are you 18 years of age or older?	Y / N	
During the past 7 years, have you ever been convicted of a crime, excluding a traffic violation?	Y / N	If YES, please provide more information
Have you ever been employed by Houston County Public Library System?	Y / N	If YES, dates of employment & reason for leaving:
Are you related to any current Houston County Public Library System employee?	Y / N	If YES, their name & their relationship to you?
If required for position, do you have a valid driver's license?	Y / N	If YES, State of issuance, license #, and expiration date:

EDUCATION

Name of School	City/State	Date of Graduation	Degree received	Major
High School or GED				
Other School e.g., Vocational				
College				

Other credentials/ licenses/ professional affiliations, etc., which are relevant to the job(s) for which you are applying:

SKILLS: Please list technical skills, clerical skills, trade skills, etc., relevant to this position. Include relevant computer systems and software packages of which you have a working knowledge, and note your level of proficiency (basic, intermediate, expert)

