



**Belvedere
Tiburon
Library**

Employment Application

1501 Tiburon Blvd., Tiburon, CA 94920
415-789-2665
www.belibrary.org

Applicant Information

*Applications must be completed and submitted by the posting date and time for consideration.
Incomplete applications will not be reviewed.*

Position Applied for _____ Date _____

Full Name _____
Last First M.I.

Address _____
Street Address Apartment/Unit #

City State ZIP Code

Phone _____ Email _____

Do you have a valid California Driver's License? YES NO You may be required to provide proof of Driver's License

Are you a citizen of the United States? YES NO If no, are you authorized to work in the U.S.? YES NO

Do you have any relatives working for the Town of Tiburon, City of Belvedere or this Library? YES NO If yes, please provide name and relation _____

Education

High School _____ City, State _____

From _____ To _____ Did you graduate? YES NO Diploma or Total Units Completed _____

College _____ City, State _____

From _____ To _____ Did you graduate? YES NO Degree or Total Units Completed _____

Other _____ City, State _____

From _____ To _____ Did you graduate? YES NO Degree or Total Units Completed _____

Other _____ City, State _____

Previous Employment

List your previous employment, starting with your present or most recent employer. Attach additional sheets if necessary. Resumes may be attached but will not be accepted as a substitute for completing this section.

Employer _____ Phone _____
Address _____ Supervisor _____
Job Title _____ Hours Per Week _____ Ending Salary \$ _____
Responsibilities _____

Employed From _____ To _____ Reason for Leaving _____
Month/Year Month/Year
May we contact your previous supervisor for a reference? YES NO

Employer _____ Phone _____
Address _____ Supervisor _____
Job Title _____ Hours Per Week _____ Ending Salary \$ _____
Responsibilities _____

Employed From _____ To _____ Reason for Leaving _____
Month/Year Month/Year
May we contact your previous supervisor for a reference? YES NO

Employer _____ Phone _____
Address _____ Supervisor _____
Job Title _____ Hours Per Week _____ Ending Salary \$ _____
Responsibilities _____

Employed From _____ To _____ Reason for Leaving _____
Month/Year Month/Year
May we contact your previous supervisor for a reference? YES NO

Skills and Qualifications

Are you fluent in any languages other than English? Check all that apply

Language _____ Understand Speak Read Write
Language _____ Understand Speak Read Write

List any skills you possess relevant to the position for which you are applying.

List any relevant licenses or certifications including the date issued.

List any job-related organizations, clubs, professional service groups, or other associations to which you belong.

References

Please list three professional references. References may be contacted at any point during the application and review period.

Full Name _____ Relationship _____
Company _____ Phone _____
Address _____

Full Name _____ Relationship _____
Company _____ Phone _____
Address _____

Full Name _____ Relationship _____
Company _____ Phone _____
Address _____

Disclaimer and Signature

I hereby certify that all statements made in this application are true and complete to the best of my knowledge. If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release. I further agree to submit to a pre-employment background check.

Signature _____ Date _____