

**AMES PUBLIC LIBRARY**

Intern Application

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| **Contact & Personal Information** | | | |
| Last Name: | First Name: | | Middle: |
| Current Address: | City: | State: | Zip Code: |
| Primary Phone:  ( ) - - | Primary Email: | | Preferred Form of Contact: |

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| **Employment Information** | | | | | | | |
| Are you currently employed? | Yes No | | | *If yes, please complete the information below.* | | | |
| Are you Work Study eligible? | Yes No | | |
| **Current Employment Information:** | | | | | | | |
| Employer’s Name: | | | Employer’s Address: | | | | |
| Dates you have worked for this employer:  (MM/YYYY) From \_\_\_\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | |
| Employer’s Phone Number: | May we contact this employer? Yes No  *If no, please explain*: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | |
| Position(s) Held: | | Duties: | | | | | |
| **Past Employment Information:** | | | | | | | |
| Employer’s Name & Address | | | Position(s) Held | | | | Date (Start & End) |
|  | | |  | | | |  |
| Duties: | | |  | | | |  |
| Reason For Leaving: | | | | | | |  |
| Employer’s Name & Address | | | Position(s) Held | | | | Date (Start & End) |
|  | | |  | | | |  |
| Duties: | | |  | | | |  |
| Reason For Leaving: | | |  | | | |  |
| R**elated Volunteer Experience** | | |  | | | |  |
| Employer’s Name & Address | | | Position(s) Held | | | | Date (Start & End) |
|  | | |  | | | |  |
| Duties: | | |  | | | |  |
| Employer’s Name & Address | | | Position(s) Held | | | | Date (Start & End) |
|  | | |  | | | |  |
| Duties: | | |  | | | |  |
| **General Employment Information:** | | | | | | | |
| 1. If offered this position, when would you be able to start? | | | | | Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
| 1. Do you expect any changes in your availability? | | | | | Yes No  *If yes, please explain:*  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
| 1. If hired, can you show proof of your legal right to work in the U.S.? | | | | | | Yes No | |
| 1. Have you ever been convicted of a felony? | | | | Yes No | | | |
|  | | | | *If yes, please explain:*  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | |

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| **Education Information** | | |
| College Attended: | Program: | Current Year: |
| Current Cumulative GPA: | Major GPA: | Expected Graduation Date: |

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| **References** | | |
| Name | Primary Phone | Relationship |
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| **Follow-Up Questions** |
| How did you hear about this position? |
| What can you contribute to this position? |
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| What do you hope to accomplish by working here? |
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*Thanks for applying at the Ames Public Library. The Ames Public Library is an equal opportunity employer.*