



Upper Moreland
Free Public Library

109 Park Avenue, Willow Grove, PA 19090
(215) 659-0741 UpperMoreland@mclinc.org
www.UpperMorelandLibrary.org
knowledge & adventure beyond words

EMPLOYMENT APPLICATION

DATE _____

NAME _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

PHONE # _____ EMAIL ADDRESS _____

POSITION YOU ARE APPLYING FOR:

- _____ PROFESSIONAL LIBRARIAN (MLS REQUIRED)
- _____ ASSISTANT LIBRARIAN (BACHELORS DEGREE REQUIRED)
- _____ PATRON SERVICES AIDE (HIGH SCHOOL DIPLOMA REQUIRED)
- _____ LIBRARY AIDE- SHELVING

The library staff hours are Sunday 11:30 am-5:00 pm, Monday-Thursday 9:00 am-9:00 pm, and Friday-Saturday 9:00 am-5:00 pm. All staff are required to work a variety of shifts including weekends and evenings.

ARE THERE DAYS OR TIMES YOU ARE UNAVAILABLE TO WORK? (Please be as specific as possible)

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY

EDUCATION AND TRAINING: NAME YEARS ATTENDED DEGREE

HIGH SCHOOL _____

COLLEGE OR UNIVERSITY _____

GRADUATE SCHOOL _____

OTHER _____

DESCRIBE ANY SPECIAL INTERESTS OR TALENTS YOU MAY HAVE THAT WOULD BENEFIT THE LIBRARY:

EMPLOYMENT EXPERIENCE:

CURRENT OR LAST EMPLOYER

NAME _____ DATES EMPLOYED _____

ADDRESS _____ POSITION _____

TELEPHONE _____

THIS EMPLOYER MAY BE CONTACTED: YES NO

PLEASE LIST OTHER EMPLOYERS AS SPACE PERMITS:

NAME _____ DATES EMPLOYED _____

ADDRESS _____ POSITION _____

TELEPHONE _____

NAME _____ DATES EMPLOYED _____

ADDRESS _____ POSITION _____

TELEPHONE _____

WORK-RELATED OR PROFESSIONAL REFERENCES:

NAME: _____ TELEPHONE _____

ADDRESS: _____ ZIP CODE _____

NAME: _____ TELEPHONE _____

ADDRESS _____ ZIP CODE _____

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-FOR LIBRARY USE-

DATE OF INTERVIEW _____ INTERVIEWED BY _____

COMMENTS:

DATE HIRED: _____ SALARY _____