

# A. C. Clark Library - Application for Employment

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

BSU Student ID #: \_\_\_\_\_ StarID: \_\_\_\_\_

Projected graduation date:

Campus/Local Address:

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

E-mail Address: \_\_\_\_\_

*Note: if hired you will be expected to use your BSU student e-mail address for employment e-mail communications.*

Which semesters/sessions are you available to work?      Fall      Spring      Summer

Have you applied for financial aid?      Yes      No  
*If YES, have you received your aid package yet?      Yes      No*

Were you awarded WORK STUDY funding?      Yes      No      Not yet or not sure  
*If YES, how much WORK STUDY were you awarded? \_\_\_\_\_ (total for year)*

\*\*\*\*\*  
Library hours are generally M-R 7:30am-10pm, F 7:30am-5pm, and Sun 5pm-10pm. Please list days and times you would be regularly available.

\*\*\*\*\*  
Please list your last two work positions/employers (If none write "N/A")

1. Employer/Company Name: \_\_\_\_\_  
*May we contact this employer? Yes No*

Dates of Work: \_\_\_\_\_ to \_\_\_\_\_

Supervisor Name & Phone #: \_\_\_\_\_

City and State: \_\_\_\_\_

Duties: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Employer/Company Name: \_\_\_\_\_

*May we contact this employer? Yes No*

Dates of Work: \_\_\_\_\_ to \_\_\_\_\_

Supervisor Name & Phone #:

\_\_\_\_\_

City and State:

\_\_\_\_\_

Duties:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Have you worked in a library before?    Yes    No

*If yes, describe your duties:*

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Why are you interested in working at the library?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

List any volunteer experience and/or extracurricular activity(s) you would like us to know about you.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Thank you for your interest! Please return completed application to the A.C. Clark Library circulation desk OR email to [libcirc@bemidjistate.edu](mailto:libcirc@bemidjistate.edu).**