

Please print LEGIBLY in black or blue ink only.

**PLEASE COMPLETE PAGES 1-4.** DATE \_\_\_\_\_

Name \_\_\_\_\_  
Last First Middle Maiden

Present address \_\_\_\_\_  
Number Street City State Zip

How long at present address \_\_\_\_\_ Social Security No. \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Telephone (\_\_\_\_\_) \_\_\_\_\_ E-Mail \_\_\_\_\_

If under 18, please list age \_\_\_\_\_

**Applying to:**  Palm Harbor Library  PH Parks & Rec  East Lake Community Library  East Lake Recreation

**Position** applied for (1) \_\_\_\_\_ Days/hours available to work  
 No Pref \_\_\_\_\_ Thur \_\_\_\_\_  
**Salary** desired (2) \_\_\_\_\_ Mon \_\_\_\_\_ Fri \_\_\_\_\_  
 (Be specific) Tue \_\_\_\_\_ Sat \_\_\_\_\_  
 Wed \_\_\_\_\_ Sun \_\_\_\_\_

How many hours can you work weekly? \_\_\_\_\_ Can you work nights? \_\_\_\_\_

Employment desired  FULL-TIME ONLY  PART-TIME ONLY  FULL- OR PART-TIME

Date available to start work? \_\_\_\_\_

TYPE OF SCHOOL	NAME OF SCHOOL	LOCATION (Complete mailing address)	NUMBER OF YEARS COMPLETED	MAJOR & DEGREE
High School				
College				
Bus. or Trade School				
Professional School				

HAVE YOU EVER BEEN CONVICTED OF A FELONY?  No  Yes

If yes, please explain. \_\_\_\_\_

DO YOU HAVE A DRIVER'S LICENSE?  Yes  No

What is your means of transportation to work? \_\_\_\_\_

Driver's license number \_\_\_\_\_ State of issue \_\_\_\_\_  Operator  Commercial (CDL)  Chauffeur

Expiration date \_\_\_\_\_

Have you had any accidents during the past three years?  Yes  No How many? \_\_\_\_\_

Have you had any moving violations during the past three years?  Yes  No How many? \_\_\_\_\_



**PLEASE PRINT ALL  
INFORMATION REQUESTED  
EXCEPT SIGNATURE**

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**Work Experience** Please list your work experience for the **past five years** beginning with your most recent job held.  
If you were self-employed, give firm name. **Attach additional sheets if necessary.**

Name of employer Address City, State, Zip Code Phone number	Name of last supervisor	Employment dates	Pay or salary
		From To	Start Final
	Your last job title		

Reason for leaving (be specific)

List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.

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May we contact your present employer? <input type="checkbox"/> Yes <input type="checkbox"/> No Did you complete this application yourself? <input type="checkbox"/> Yes <input type="checkbox"/> No If not, who did? _____
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**AGREEMENT (PLEASE READ CAREFULLY BEFORE SIGNING)**

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I certify that all the information on this application is accurate and complete to the best of my knowledge, and I understand that misleading or false statements will constitute sufficient cause for refusal of hire or termination of my employment.

I understand that neither the acceptance of this application nor the subsequent entry into any type of employment relationship with Palm Harbor Community Services Agency creates an actual or implied contract of employment. I understand that, if I accept employment with Palm Harbor Community Services Agency, it will be on an at-will basis. This means that either Palm Harbor Community Services Agency or I have the right to terminate the employment relationship at any time, for any reason, with or without cause.

I agree to submit to drug and alcohol testing, if requested by Palm Harbor Community Services Agency. An offer of employment will also be predicated on the results of the Drug Screening as well as a Background check. I release Palm Harbor Community Services Agency, and its employees, plus other persons or companies, from any and all liability arising out of, or related in any way, to such testing.

I authorize Palm Harbor Community Services Agency to investigate information concerning my education, employment experiences and all other aspects of my background relevant to my proposed employment. I release Palm Harbor Community Services Agency and its employees from all liability arising from such investigation.

**Signature of applicant** \_\_\_\_\_ **Date:** \_\_\_\_\_

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Palm Harbor Community Services Agency is an equal employment opportunity employer. We adhere to a policy of making employment decisions without regard to race, color, religion, sex, sexual orientation, national origin, citizenship, age or disability. We assure you that your opportunity for employment with Palm Harbor Community Services Agency depends solely on your qualifications.