

WILLARD LIBRARY

Student Employment Application

Name: _____
Last
First
M.I.

Address: _____
Street Address

_____ *City* *State* *ZIP code*

Phone: () _____

Grade: _____ GPA: _____ Are you at least 16 years of age?: _____

School: _____

Have you been convicted of a crime in the last seven (7) years?

Yes. If Yes, please explain: _____

No

(Conviction will not necessarily be a bar to employment. Each instance and explanation will be considered in relation to the position for which you are applying.)

Sports/Activities: _____

Work/Volunteer Experience: _____

Computer/Typing Skills: _____

References: _____

Hours you are available to work:

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday

DISCLOSURE AND RELEASE

In connection with my application for employment with you, I understand the criminal reports may be requested from Credential Check, Farmington Hills, Michigan. This report will include information regarding criminal or civil convictions. I further understand that such reports may contain information concerning criminal records from federal, state, and other agencies.

I authorize, without reservation, and hold harmless any party or agency contacted by Credential Check to furnish the above mentioned information.

I have the right to make a request to Credential Check, upon proper identification, to request the nature and substance of all information in its files on me at the time of the request.

I hereby authorize procurement of criminal report(s). If hired, this authorization shall remain on file and shall serve as ongoing authorization for you to procure criminal reports at any time during my employment.

 Print Name

 Social Security Number

 Applicant's Signature

 Date