



East Bonner County Free Library District

Employment Application

Position applying for: _____

Personal Information		
Name (Last, First, Middle)	Telephone Number	
Address	Message Number	
City/State/Zip	E-mail Address	
Are you legally authorized to work in the United States? Yes ___ No ___	Are you eighteen years of age or older? Yes ___ No ___	
Are you related by blood or marriage to anyone now employed by East Bonner County Library District? Yes ___ No ___ If yes, provide name and relationship: _____		
Are you applying for: Full Time ___ Part-Time ___ Short Term ___	What shift(s) will you work? Days ___ Evening ___ Saturday ___	
Employment History		
Dates From: _____ To: _____	Company Name	City, State
Titles and Duties:		
Reason for Leaving:	Supervisor's Name	Telephone Number
Dates From: _____ To: _____	Company Name	City, State
Titles and Duties:		
Reason for Leaving:	Supervisor's Name	Telephone Number
Dates From: _____ To: _____	Company Name	City, State
Titles and Duties:		
Reason for Leaving:	Supervisor's Name	Telephone Number
Military		
Are you a veteran or family member who qualifies for and are claiming preference pursuant to Idaho Code 65-503 or its successor? Yes ___ No ___ (If yes, fill out the attached Veteran's Preference Form & attach proper documentation)		
Have you previously claimed such preference Yes ___ No ___		

Military *continued*

Describe any military training relevant to the position for which you are applying:

Education/Training

School	Name & Location	Diploma/Degree	Subject of Specialization
High School			
College University Technical School			
Specialized Courses & Training			

Skills

Clerical Skills

Keyboarding/Typing WPM _____	List specific computer skills:
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Other Special Skills

List other specific skills you have to offer for this position:

References

Unless previously provided on this application, please list the names of three former supervisors we may contact

Supervisor's Name	Past Employer Name/City/State	Telephone	Occupation/Field

The information on this application is true and accurate to the best of my knowledge. Any false statements made intentionally will be cause for immediate reprimand and/or dismissal.

Signature _____ Date _____



VETERAN'S PREFERENCE

Per Idaho Code, Title 65, Chapter 5, Employer will afford a preference to employment of veterans. In the event of equal qualifications and experience between candidates for an available position, a veteran who qualifies will be preferred. If claiming veteran's preference, please complete the information below and attach a copy of your DD-214 to this application.

(Reference Idaho Code, Title 65, Chapter 5, and 5 U.S.C. § 2108)

The term "**active duty**" means full-time duty in the Armed Forces, but NOT active duty for training.

Part 1. Preference Eligible Veterans:

____ I have a service-connected disability of 10% or more.

____ I am the spouse of an eligible disabled veteran, who has a service-connected disability.

____ I am the widow or widower of an eligible veteran and have remained unmarried.

____ I do not meet any of the selections above, but I served on active duty in the armed forces of the United States for a period of more than one-hundred eighty (180) days and was honorably discharged.

Part 2. Documentation & Signature:

By my signature, I certify that all statements on this form are true and complete to the best of my knowledge. I understand that should an investigation disclose inaccurate or misleading answers, my application may be rejected and my name removed from consideration for employment with Employer.

____ I have attached a copy of my DD-214. Veteran's preference will not be considered without this document.

Name (Please Print)

Signature

DATE: _____



East Bonner County Library District

Sandpoint Branch
1407 Cedar Street
Sandpoint, Idaho 83864
(208) 263-6930
(208) 263-8320 fax
www.ebonnerlibrary.org

REFERENCE CHECK AUTHORIZATION

I hereby authorize the East Bonner County Free Library District to obtain information from any and all listed references, former schools, employers, and their agents and employees and to answer all questions or release any information regarding my employment or educational experiences with them. In accordance with Idaho Code 44-201, I hereby release them from any liability and hold them harmless from any claim for releasing any truthful information within their knowledge and/or records.

Printed Name _____

Signature _____

Date _____

Idaho Statute

44-201. EMPLOYER DUTIES.

An employer who in good faith provides information about the job performance, professional conduct, or evaluation of a former or current employee to a prospective employer of that employee, at the request of the prospective employer of that employee, or at the request of the current or former employee, may not be held civilly liable for the disclosure or the consequences of providing the information.

There is a rebuttable presumption that an employer is acting in good faith when the employer provides information about the job performance, professional conduct, or evaluation of a former or current employee to a prospective employer of that employee, at the request of the prospective employer of that employee or at the request of the current or former employee.

The presumption of good faith is rebuttable only upon showing by clear and convincing evidence that the employer disclosed the information with actual malice or with deliberate intent to mislead.

For the purposes of this section, "actual malice" means knowledge that the information was false or given with reckless disregard of whether the information was false.