

Reinert-Alumni Memorial Library APPLICATION FOR EMPLOYMENT

Semester (circle one): FALL SPRING SUMMER Class Level (circle one): FR SO JR SR GR OTHER

Name: _____ Phone: _____ Net ID: _____
Last First

School Address: _____
Dorm/Street Number City State Zip

Home Address: _____
Street City State Zip

Previously employed at Reinert-Alumni Memorial Library? _____ Yes _____ No

Experience at another library? _____ Yes _____ No

If "yes" to previous question: Library name: _____ Duties: _____

Previously employed by another department at Creighton? _____ Yes _____ No

Please list department name(s) and date(s) employed: _____

List prior employment experience:

1. _____
2. _____
3. _____

I realize the intent of my employment is to provide a work commitment to the employer. **It does not include time for studying during work hours.**

Signature _____ Date _____

Please complete **page 2** before submitting

Hours per week desired (7 minimum): _____

Weekdays	7am-8am	8am-9am	9am-10am	10am-11am	11am-12pm	12pm-1pm	1pm-2pm	2pm-3pm	3pm-4pm	4pm-5pm	5pm-9pm	9pm-1am
Monday												
Tuesday												
Wednesday												
Thursday												
Friday												X

Weekend	10am-2pm	2pm-5pm	5pm-9pm	9pm-1am
Saturday				X
Sunday				

Guidelines for filling out schedule:

- Please indicate times you CANNOT work with an **X**.
- Please indicate times you PREFER with a **P**.
- List any scheduling conflicts you might have (extracurricular, clubs, fraternity/sorority obligations).

PLEASE ATTACH A COPY OF YOUR CLASS SCHEDULE TO THIS APPLICATION

Fall/Spring Library Hours	Evening/Weekend Shifts
Monday – Thursday 7:00am-1:00am	Monday – Thursday 5:00pm-9:00pm 9:00pm-1:00am
Friday 7:00am-9:00pm	Friday 5:00pm-9:00pm
Saturday 10:00am-9:00pm	Saturday 10:00am-2:00pm 2:00pm-5:00pm 5:00pm-9:00pm
Sunday 10:00am-1:00am	Sunday 10:00am-2:00pm 2:00pm-5:00pm 5:00pm-9:00pm 9:00pm-1:00am
Hours will vary during holidays, breaks, midterms and finals weeks.	