APPLICATION FOR EMPLOYMENT

Which 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

E-mail Address ________________________________

Home Address __________________________________________

Street Address City State Zip

Previously employed at the Reinert/Alumni Library? ______ Yes ________ No

Experience at another Library ________________________________

If so, what were your duties? __________________________________

Previously employed by another department at Creighton _______ Yes ________ No

Please name dept. __________________________________________

List previous places/types of employment: 1. ________________________________

2. ________________________________ 3. ________________________________

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

Signature ________________ Date ________________

( July 2013)
Name ___________________________________________ Hours per Week Desired ______________________

7hrs minimum

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Guidelines for filling out schedule:

A. Please indicate the times you CANNOT work with an X.
B. Please use P to indicate your prefer hours. (This does not mean that you will necessarily work these hours)
C. List any special scheduling problems that you might have.
D. The more flexible you are with your hours, the better chance of being hired.

PLEASE ATTACH A COPY OF YOUR CLASS SCHEDULE TO THIS APPLICATION

**FALL/SPRING LIBRARY HOURS**

- **Monday – Thursday**: 6:30am – 2am
- **Fridays**: 6:30am – 11:00pm
- **Saturdays**: 10:00am – 11:00pm
- **Sundays**: 10:00am – 2:00am

Hours are different for holidays and during Midterm/Finals week so there may be opportunities for extra work during those times

**EVENING / WEEKEND SHIFTS**

- **Mondays – Thursdays**: 5:00pm - 8:00pm
  - 8:00pm – 11:00pm
  - 11:00pm – 2:00am
- **Fridays**: 5:00pm – 8:00pm
  - 8:00pm – 11:00pm
- **Saturdays**: 10:00am – 3:00pm
  - 3:00pm – 7:00pm
  - 7:00pm – 11:00pm
- **Sundays**: 10:00am – 2:00pm
  - 2:00pm – 5:00pm
  - 5:00pm – 8:00pm
  - 8:00pm – 11:00pm