

Main Library, Mudd Center
Art Library, Allen Art Building
Conservatory Library, Conservatory
Science Library, Science Center

Oberlin College Library
Student Assistant Employment Application

Name: _____ OCMR #: _____ Phone: _____
E-Mail Address: _____ Major: _____ Class of: _____
Home Address: _____ Home Phone: _____
T Number: _____ College Work Study Award? Yes ☐ No ☐
Position Applied For: _____
Have you worked in any OC Library before? Yes ☐ No ☐ If yes, where _____

Previous Experience

Positions	Supervisor	Phone
Company Name and Address:		
Dates Employed and Duties Performed:		
Company Name and Address:		
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Company Name and Address:		
Dates Employed and Duties Performed:		
Company Name and Address:		
Dates Employed and Duties Performed:		

**If you need to submit additional information, please attach a separate sheet to this application.

References not related to you and whom you've known at least 1 year, include one local reference
(include name, relation, address & telephone):

- 1.
- 2.
- 3.

Interests, library experience, special training applicable to this position (musical, computer, art, library training)

Name: _____

Why are you interested in working for the library?

Foreign languages (indicate level - poor/fair/good/fluent)

Read? _____ Speak? _____ Write? _____

Read? _____ Speak? _____ Write? _____

Read? _____ Speak? _____ Write? _____

Indicate below your class schedule. (Include scheduled lab time and/or rehearsals.)

	8 am	9 am	10 am	11 am	noon	1 pm	2 pm	3 pm	4 pm	5 pm	6 pm	7 pm
Monday												
Tuesday												
Wednesday												
Thursday												
Friday												

Indicate below the hours you are available to work

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday

**If you need to submit additional information, please attach a separate sheet to this application

Agreement

I certify that all answers herein are true and complete to the best of my knowledge.

I authorize verification of all statements contained in this application that are necessary in arriving at an employment decision.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand that if hired, I am required to abide by all rules and regulations of the College.

Applicant Signature: _____ Date: _____

Return completed application to supervisor listed on job posting.

Oberlin College Library actively seeks a diverse student staff.
Oberlin College is an affirmative action, equal opportunity employer.

Internal Use Only

Applicant Interviewed by: _____ Date: _____

Comments: _____ Date Hired: _____