

WORK EXPERIENCE

Company

City

State

From:

To:

Job Title or short description

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MISC. INFORMATION

Do you have experience with the items below: (please answer yes or no)

FILING _____

NON-MUSICAL CD-ROM _____

DATABASE ENTRY _____

EMAIL _____

PHOTOCOPYING _____

INTERNET _____

DEWEY DECIMAL _____

LIBRARY OF CONGRESS _____

BOOK REPAIR _____

COMPUTERIZED LIBRARY

CATALOG _____

MACINTOSH COMPUTER _____

PC COMPUTER _____

KEYBOARDING _____

Please indicate your knowledge of what word processing programs you are familiar with and any other software programs.

_____.

Do you have library experience? Yes No

Please list your volunteer experiences:

_____.

List the responsibilities you had:

Please state what extracurricular activities you will be or expect to be involved in (IE. Choral, RA, S.A.C).

Please list three of your strengths

_____.

Do you work well with others? Yes No

Can you work under pressure? Yes No

Please circle the Learning style(s) that apply to you:

Hands-on Visual Auditory

What asset/contributions/skills would you bring to the IRC?

_____.

****All applicants must demonstrate basic computer skills.**

***Application must be complete.**

What is a search engine? Give an example.

What is the purpose of a library?

_____.

List the Titles of two periodicals.

_____.

Where do you look for a book on a specific topic?

What is a call number?

_____.

Please attach class schedule to application

Staff Use Only

Work Study Hours Available: _____

Interview: _____

Comments: