

APPLICATION FOR EMPLOYMENT LIBRARIAN

IMPORTANT: Please read the following instructions before completing this application.

A Masters degree in librarianship from an ALA accredited university is required.

- 1. The information on this form is being collected to process your application for employment in accordance with the Freedom of Information and Protection of Privacy Act and under the authority of the Library Act for the purpose of determining your eligibility for employment.
- 2. Please submit a resume AND complete and sign this form.
- 3. Please print in ink when completing this application form.
- 4. All applications are kept on file for one year and can be submitted to any branch of Burnaby Public Library.
- 5. Please be advised that BPL does **not** hire for seasonal employment.

	PERSO	ONAL	INFORMA	IION			
Last Name:			Given Name(s	s):			
Home phone number:	Cell phone number:		Email				
Address: Street			City	Provir	се	Postal Code	
	GENE	RAL	INFORMAT	ION			
Do you have any relatives employed by Burnaby Public Library? Ye If yes, name and relationship			Yes No	Are you a Canadia	Are you a Canadian Citizen or Permanent Resident? Yes No		
Do you have a valid BC Driver's Licence? Yes No Have you ever been convicted of a criminal offence for which a pardon not been granted? Yes No There will be mandatory criminal record checks prior to hiring.			•				

AVAILABILITY TO WORK (Please tick ✔ box)							
	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
MORNING							CLOSED
AFTERNOON							
EVENING						CLOSED	CLOSED

Position Title	Length of	Service
	Length of Service Years Montl	

SUMMARY OF EDUCATION						
Name & Location of College or University Attended	Diploma/Degree Received	Date Received (yr/mo)				

APPLICANT'S DECLARATION

(Please read carefully before signing)

I hereby certify:

- 1. That all statements made in this application and accompanying resume are true and I understand that any misstatements of material facts herein may cause forfeiture of my rights to employment with Burnaby Public Library.
- 2. That I understand appointment to any position is dependent upon:
 - a. Satisfactorily completing a criminal record check
 - b. My ability to pass a medical examination (if required)
 - c. Successful completion of a probationary period
- 3. That Burnaby Public Library may contact my present/former employers to obtain references.
- 4. That if required, I will provide proof of education, certificates, licences and an up-to-date driver's abstract.

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Date		Signature
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