

785-776-4741 · www.mhklibrary.org

Volunteer Application

INSTRUCTIONS - PLEASE READ CAREFULLY

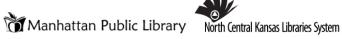
Manhattan Public Library accepts volunteer applications when a need is identified. All information provided in this application will be treated confidentially and will be used only to help assure the best use of your abilities.

All requested information must be furnished. Fill in all spaces accurately and completely. If an item does not apply to you, or if there is no information to be given, write the letters "NA" for "not applicable." All information contained in the application is subject to verification.

You will be notified if you are selected for an interview. Depending on the department manager's schedule and workload, this could be anywhere from a few days to a few weeks.

We do not keep applications on file for future openings. Please monitor our web site for positions that might be available at a later time and complete another application.

First Name	_Last Na	me		
Home Address		Ur	nit / Apt. Number	
City	_State		Zip Code	
Email Address				
Primary Phone Number		Secondary Phone No	umber	
When is the best time for us to reach you via telepho	ne?	□Morning	□Afternoon	□Evening
What volunteer opportunity/opportunities are you	u intere	ested in?		
Have you ever been employed by Manhattan Public I	•		•	
What department and position?				
Who was your supervisor?				
Please give names of any relatives employed by Man	hattan F	Public Library or North	n Central Kansas Libraries S	ystem.
Are you 18 or older? □Yes □No				
If selected for a volunteer position, when can you sta	art?			



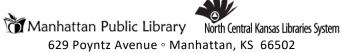


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Volunteer Application

Education

	ion of School	Did You Gradua	te? Course of	f Study or Major	Type of Certific	ation or Degre
		□Yes □No		, ,		
		□Yes □No	D			
		□Yes □No	9			
		□Yes □No	2			
		2.63 2.40				
rills						
scribe the quali	ties you have that	make you suitable f	or this volunteer o	pportunity. Includ	e education, experi	ence, and skills
tach an additior	nal sheet or resum	e if you desire. Be su	ire to include prev	ious library experi	ence, either paid or	volunteer.
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		any foreign language		lo		
•		any foreign language (s)?		lo		
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Emplo	yment and	or Vo	lunteer	History	V
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imployment dates		Reason for lea	ving	
Name of supervisor		Phone numbe	<u> </u>	
Employer		Position and d	uties	
Employment dates		Reason for lea	ving	
Name of supervisor		Phone numbe	r	
Employer		Position and d	uties	
Employment dates		Reason for lea	ving	
Name of supervisor		Phone numbe	·	
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