

Todd Wehr Memorial Library – Viterbo University

Student Employment Application

APPLYING FOR: Main Desk Cataloging Archives

BASIC INFORMATION

NAME: _____

ADDRESS: _____

PHONE: _____ E-MAIL: _____

EMERGENCY CONTACT (name, relationship, phone): _____

DO YOU HAVE FEDERAL WORK STUDY? YES NO HOURS PER WEEK _____

YEAR IN SCHOOL: _____ MAJOR: _____

EXTRACURRICULAR ACTIVITES: _____

DO YOU HAVE EXPERIENCE USING LIBRARIES? _____

SKILLS RELEVANT TO LIBRARY WORK: _____

CAN YOU WORK WEEKENDS? YES NO (Students may be required to rotate nights and/or weekends to fill gaps in the schedule)

CAN YOU LIFT AT LEAST 15 LBS AND PUSH AT LEAST 50 LBS ON A WHEELED CART? _____

OVER 

Indicate what times you **are** available to work with a “x”.

| | Sun | Mon | Tues | Wed | Thu | Fri | Sat |
|---------------|-----|-----|------|-----|-----|-----|-----|
| 8 am – 9 am | | | | | | | |
| 9 am – 10 am | | | | | | | |
| 10 am – 11 am | | | | | | | |
| 11 am – 12 pm | | | | | | | |
| 12 pm – 1 pm | | | | | | | |
| 1 pm – 2 pm | | | | | | | |
| 2 pm – 3 pm | | | | | | | |
| 3 pm – 4 pm | | | | | | | |
| 4 pm – 5 pm | | | | | | | |
| 5 pm – 6 pm | | | | | | | |
| 6 pm – 7 pm | | | | | | | |
| 7 pm – 8 pm | | | | | | | |
| 8 pm – 9 pm | | | | | | | |
| 9 pm – 10 pm | | | | | | | |
| 10 pm – 11 pm | | | | | | | |
| 11 pm – 12 am | | | | | | | |

KNOWN DATES OF CONFLICTS: _____

