

# PLAISTOW PUBLIC LIBRARY PAGE APPLICATION

The Plaistow Public Library generally employs 3 Library Pages at a time. This a year-round position for high school students only, including home schoolers (almost always sophomore year and above).

Our Library Pages help define our patrons' experience of the library. They don't just shelve the Library's materials. They also greet people warmly and provide helpful, courteous service and information about our collections, programs, and services. Pages can help out with patrons' basic computer needs.

Pages should be organized and detail-oriented -- basically, a neat freak who gets satisfaction from helping people and making sure the Library's spaces are tidy and uncluttered.

This job requires being on the move. Pages regularly stand, walk, crouch, stoop, squat, twist, climb, push/ pull up to 50 pounds, and lift up to 25 pounds. Evening and weekend shifts are a normal part of the schedule.

The Library Director can provide an official job description and answer any questions about hours, compensation, and other terms and conditions of employment.

## 1. How can we contact you?

Name (first & last) \_\_\_\_\_

Address \_\_\_\_\_

City/Town \_\_\_\_\_

Email Address \_\_\_\_\_

Phone Number \_\_\_\_\_

## 2. Why are you applying for this position? Share anything that you think might persuade us that you're a good fit for the Plaistow Public Library, including any prior employment or volunteer experience.

## 3. Your High School Year (2024-25)

Freshman

Sophomore

Junior

Senior

4. Your date of birth \_\_\_\_\_

5. Which times will you generally be available for work?

Monday afternoons (2 - 5 pm)

Tuesday afternoons (2 - 5 pm)

Wednesday evenings (4 - 7 pm)

Thursday evenings (4 - 7 pm)

Friday afternoons (2 - 5 pm)

Saturday mornings (9 am - 1 pm)

Any special notes or comments about your availability (sports or other extracurricular commitments throughout the year).

6. List any physical or mental conditions which might directly affect your ability to perform the essential duties of the job description (see above for summary).

7. Rate your proficiency with computers

Novice

Intermediate

Advanced

Expert

8. Please list any noteworthy extracurricular or community service activities in which you participate or participated regularly in the past, including positions held or honors received (e.g., sports, musical instrument, student government, etc.)

9. Enter names & contact info for two references, at least one being a teacher or school employee.

10. I hereby certify that the information given in this application is correct and complete to the best of my knowledge. I further understand that any false or misleading statements made by me on this application or any supplement thereto may be considered grounds for dismissal if employed.

**DATE**