

MU Libraries

Student Employment Application Supplement

Instructions: *The MU Libraries utilizes HireMizzouTigers.com for student hiring. Please complete and attach this supplement to each library position you apply to through HireMizzouTigers.com. HireMizzouTigers.com is operated by the MU Career Center.*

Identifying Information

Name: _____

MU Student Number: _____ MU Pawprint: _____

Are you currently enrolled as a student at the University of Missouri? Yes: No:

Library Experience

Have you ever worked in a library before? Yes: No:

If "Yes", what were your responsibilities?

Availability

Number of hours desired per week: _____

On the chart below, please mark hours you are available. Consideration for employment may depend up your availability to meet Library service needs.

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

Please continue to page 2

Are you related to anyone now employed by the MU Libraries: Yes: No:

If “Yes”, Name and Relationship: _____

The Libraries offer a variety of jobs. To help us match jobs to your interest and ability, please check those tasks listed below that you are able and willing to perform, with or without a reasonable accommodation. Not every job will require the performance of each of the tasks and all applications will be given due consideration, whether or not this section is completed.

Some positions require the ability to obtain/place materials on shelves at ground level and on shelves up to nine feet in height using step stools, ladders, or other devices.

Some positions require the ability to identify call numbers where lighting may be compromised, on shelves at ground level and on shelves up to nine feet in height using step stools, ladders, or other devices.

Some positions require the ability to move a book cart weighing at least 200 lbs. (these are on wheels).

Some positions require the ability to transport several books at one time and/or move boxes of books (up to 50 pounds).

Some duties may expose you to mold and dust.

Some positions require the ability to perform very detailed work.

I certify the above statements are correct and, if employed, I agree that all rules, orders and regulations of the Board of Curators affecting my employment shall constitute a part of my employment or appointment.

The University of Missouri is fully committed to achieving the goal of a diverse and inclusive academic community of faculty, staff and students. We seek individuals who are committed to this goal and our core campus values of respect, responsibility, discovery, and excellence.

The University of Missouri is an equal access, equal opportunity, affirmative action employer. Equal Opportunity is and shall be provided for all employees and applicants for employment on the basis of their demonstrated ability and competence without unlawful discrimination on the basis of their race, color, national origin, ancestry, religion, sex, sexual orientation, gender identity, gender expression, age, genetic information, disability, or protected veteran status. For more information, call the Associate Vice Chancellor of Human Resource Services/Affirmative Action officer at 573-882-4256.

To request ADA accommodations, please call the Director of Accessibility & ADA Education at 573-882-5835.