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| Date: |  |

**David O. McKay Library Student Aid Application**

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| Name: |  | I-#: |  | Email: |  |
| Cell Phone: |  | Local Phone: |  | Track: | S/F F/W W/S Fast Grad |
| Local Address: |  |
| Home Phone: |  | Year in School: |  |
| Home Address: |  |  |  |  |
|  | *Street* | *City* | *State* | *Zip* |
| Completed Library Research 111? | Yes/No | Teacher: |  |
| Who referred you to the McKay Library? |  |
| Are you related to anyone currently working/applying for a position at the Library? | Yes/No |
| Expected Graduation: |  | Major: |  |
| Spoken Languages: |  |
| Computer and Word Processing Experience (Programs) and Typing Speed: |
|  |
| Library Work Experience: (Where, how long, and duties performed) |
|  |
| Other Recent Work Experience: |
|  |
| Other Qualifications and Skills: |
|  |

Please indicate the area(s) that you are interested in working.

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|  | **Acquisitions**: ordering and invoicing new library materials, resolving problems with orders |
|  | **Cataloging**: preparing and processing incoming withdrawn library materials |
|  | **Interlibrary Loan**: campus document and book delivery |
|  | **Circulation Services**: check library materials in/out; maintain borrower records; shelve library materials and provide patron support |
|  | **Special Collections**: work with university archives and rare or special materials and transcribing library material |
|  | **Student Technology Center**: provide computer program help; maintain library printers; camera checkouts for students/faculty**Digitization Center:** scan, process, and upload sensitive and fragile archival materials |

Please include the following items with this application:

* Updated Typed Resume

By signing this application I give permission to BYU-Idaho David O. McKay Library employees to contact my previous employers concerning my employment performance.

All applications will be kept on file for one semester.

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| Signature: |  | Date: |  |