

WEST CHICAGO PARK DISTRICT

Employment Application



West Chicago Park District is an equal opportunity employer. Employment with the West Chicago Park District is governed on the basis of merit, competence and qualifications and will not be influenced in any manner by race, age, sex, religion, sexual orientation, veteran status, national origin, marital status, mental or physical disability or any other legally protected status. Those applicants requiring reasonable accommodation to the application/interview process should notify the Human Resource Manager.

APPLICANT INFORMATION

| | | | |
|--|------------------------------|-----------------------------|---|
| Last Name | First | M.I. | Date |
| Street Address | | Apartment/Unit # | |
| City | State | ZIP | |
| Phone | E-mail Address | | |
| Date Available | Social Security No. | Desired Salary | |
| Position Applied for | | | |
| Are you a citizen of the United States? | YES <input type="checkbox"/> | NO <input type="checkbox"/> | If no, are you authorized to work in the U.S.? YES <input type="checkbox"/> NO <input type="checkbox"/> |
| If you are under 16 years of age, can you supply a work permit? | YES <input type="checkbox"/> | NO <input type="checkbox"/> | Drivers License # |
| Have you submitted an application here before? | YES <input type="checkbox"/> | NO <input type="checkbox"/> | If so, when? |
| Have you ever worked for this company? | YES <input type="checkbox"/> | NO <input type="checkbox"/> | If so, when? |
| The district is required by state statute (70 ILCS 1205/8-23) to obtain criminal conviction information concerning applicants offered employment, and shall perform a criminal background check for applicants for all positions, including the position for which you have applied. Applicants are not obligated to disclose sealed or expunged records of convictions. Conviction of offenses enumerated in subsection (c) of said statute shall automatically disqualify the applicant from consideration for working for the district. All other convictions shall not automatically disqualify the applicant from consideration, but rather, the conviction will be considered in relationship to the specific job. | | | |
| Have you ever been convicted of a felony? | YES <input type="checkbox"/> | NO <input type="checkbox"/> | If yes, explain |
| Have you ever been convicted of a misdemeanor involving dishonesty, criminal sexual conduct, assault or battery, or any criminal drug statute? | YES <input type="checkbox"/> | NO <input type="checkbox"/> | If yes, explain |

EDUCATION

| | | | |
|-------------|----|-------------------|---|
| High School | | | |
| From | To | Did you graduate? | YES <input type="checkbox"/> NO <input type="checkbox"/> Degree |
| College | | | |
| From | To | Did you graduate? | YES <input type="checkbox"/> NO <input type="checkbox"/> Degree |
| Other | | | |
| From | To | Did you graduate? | YES <input type="checkbox"/> NO <input type="checkbox"/> Degree |

REFERENCES

Please list three references that you have known for at least 1 year and are not related to you.

| | |
|-----------|--------------|
| Full Name | Relationship |
| Company | Phone () |
| Full Name | Relationship |
| Company | Phone () |
| Full Name | Relationship |
| Company | Phone () |

PREVIOUS EMPLOYMENT

Company

Phone ()

Address

Supervisor

Job Title

Starting Salary \$

Ending Salary \$

Responsibilities

From

To

Reason for Leaving

May we contact your previous supervisor for a reference?

YES

NO

Company

Phone ()

Address

Supervisor

Job Title

Starting Salary \$

Ending Salary \$

Responsibilities

From

To

Reason for Leaving

May we contact your previous supervisor for a reference?

YES

NO

Company

Phone ()

Address

Supervisor

Job Title

Starting Salary \$

Ending Salary \$

Responsibilities

From

To

Reason for Leaving

May we contact your previous supervisor for a reference?

YES

NO

MILITARY SERVICE

Branch

From

To

Rank at Discharge

Type of Discharge

If other than honorable, explain

DISCLAIMER AND SIGNATURE

I certify that all the information submitted by me on this application is true and complete, and I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision and hereby release and waive claim against the park district which may allegedly arise from such investigation. I further understand that if any false information, omissions, or misrepresentations are either contained in my application or given during any interview and are discovered, my application may be rejected and, if I am employed, my employment may be terminated at any time. In consideration of my employment, I agree to conform to the Park District's rules and regulations, and I agree that my employment is "at-will" and my employment and compensation can be terminated, with or without cause, and with or without notice, at anytime, at either my or the park district's option. I also understand and agree that the terms and conditions of my employment may be changed, with or without cause, and with or without notice at any time by the park district.

I understand that if I am hired, I will be required to provide proof of identity and information for compliance with the Immigration Reform and Control Act.

Signature

Date