

APPLICATION FOR EMPLOYMENT

Roselle Park District
555 W. Bryn Mawr, Roselle, IL 60172

ROSELLE PARK DISTRICT IS AN EQUAL OPPORTUNITY EMPLOYER. Employment with the Park District is governed on the basis of merit, competence and qualifications and will not be influenced in any manner by race, age, color, gender, sexual orientation, religion, 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 COORDINATOR.**

Name: _____ Application Date: _____
Last Name First Name Middle mm/dd/yyyy

Address: _____
Street Address City State Zip Code

Home Phone: _____ - _____ - _____ Mobile: _____ - _____ - _____ Other: _____ - _____ - _____

Social Security Number: _____ Driver's License Number: _____
(Only if driving is an essential job function)

- If you are under 18 years of age and it is required, can you furnish a work permit? ___ Yes ___ No
- Have you submitted an application here before?
___ Yes ___ No
- Have you ever been employed with us before?
___ Yes ___ No
- If yes, please dates: _____
- Are you currently employed? ___ Yes ___ No
- May we contact your present employer?
___ Yes ___ No
- Are you legally eligible for employment in this country?
___ Yes ___ No

- Position Applied For: _____
- Salary Desired: _____
- Date available to begin work: _____
- Available for:
___ Part-time ___ Full-time ___ Seasonal
- Will you be able to meet the attendance requirements of this position? ___ Yes ___ No
- Are you willing to work overtime as required?
___ Yes ___ No
- Are you currently in "lay-off" status and subject to recall? ___ Yes ___ No

Have you ever been convicted of any felony? ___ Yes ___ No

Have you ever been convicted of a misdemeanor involving dishonesty, criminal sexual conduct, assault or battery, or any criminal drug statute? ___ Yes ___ No

If yes, please describe: _____

The district is required by state statute (70 ILCS 1205/8-23) to obtain criminal conviction information concerning applicants, and to 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.



APPLICATION FOR EMPLOYMENT

Roselle Park District
555 W. Bryn Mawr, Roselle, IL 60172

Have you served in the U. S. Armed Forces (include National Guard or Reserves)? ____ Yes ____ No

If yes, date of duty: _____ Branch of service: _____ Applicable skills acquired: _____

EDUCATIONAL BACKGROUND

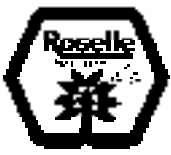
Education	School Name & Address	Years Completed	Major	Diploma/Degree Yes/No
High School				
College/ University				
College/ University				
Other Trainings/ Schools				

MEMBERSHIP IN PROFESSIONAL OR CIVIC ORGANIZATIONS

Please exclude those organizations which disclose your race, color, gender, religion, sexual orientation or national origin.

SKILLS AND ABILITIES

Please list any licenses, skills, training, etc. applicable to the position you are applying:



APPLICATION FOR EMPLOYMENT

Roselle Park District
555 W. Bryn Mawr, Roselle, IL 60172

WORK HISTORY

Start with your present or last place of employment. You may include any verifiable work performed on a volunteer basis, internships, or military service.

Employer	Address	Phone	
Date Started	Starting Salary	Starting Position	
Date Left	Last salary	Last Position Held	Reason for Leaving
Supervisor name and title	Job Duties		
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No			

Employer	Address	Phone	
Date Started	Starting Salary	Starting Position	
Date Left	Last salary	Last Position Held	Reason for Leaving
Supervisor name and title	Job Duties		
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No			

Employer	Address	Phone	
Date Started	Starting Salary	Starting Position	
Date Left	Last salary	Last Position Held	Reason for Leaving
Supervisor name and title	Job Duties		
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No			

Please explain any gaps in employment:



APPLICATION FOR EMPLOYMENT

Roselle Park District
555 W. Bryn Mawr, Roselle, IL 60172

EMPLOYMENT REFERENCES

Please list the name, address and phone number of three references, not related to you, that we may contact.

1. COMPANY _____ (Check One) _____ Past Employer _____ Other
 NAME _____ TITLE _____
 ADDRESS _____
Street Address City State Zip Code
 PHONE # _____ RELATIONSHIP _____

2. COMPANY _____ (Check One) _____ Past Employer _____ Other
 NAME _____
 ADDRESS _____
Street Address City State Zip Code
 PHONE # _____ RELATIONSHIP _____

3. COMPANY _____ (Check One) _____ Past Employer _____ Other
 NAME _____
 ADDRESS _____
Street Address City State Zip Code
 PHONE # _____ RELATIONSHIP _____

APPLICANT'S CERTIFICATION AND AGREEMENT

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 ANY 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 CONDITION OF MY EMPLOYMENT MAY BE CHANGED, WITH OR WITHOUT CAUSE, AND WITH OR WITHOUT NOTICE AT ANY TIME BY THE PARK DISTRICT.

This application for employment shall be considered active for a period of time not to exceed 45 days. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time. 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.

Applicant's Signature: _____ Date: _____
