APPLICATION OF EMPLOYMENT

Tri-Township Park District 409 Collinsville Road Troy, IL 62294 Phone 618-667-6887 Fax 618-667-7355 www.tritownshippark.org

We consider applicants for all positions without regard to race, color, religion, sex, national origin, age, marital or veteran status, the presence of a medical condition or handicap, or any other protected status.

PERSONAL INFORMATION:

First Name	Middle Iı	nit L	ast Name	
Street Address				
City, State, Zip Code				
Phone Number		Cel	l Number	
Email address		SS #_		
Type of employment desired:	Full-time	Part-time	Permanent	Temporary
Specific title or position for wh	ich you are applyii	ng:		
Military Service?				
Are you a U. S. Veteran?	Yes	No	_	
Dates of Service: From			_To	
Drivers License Information:				
Type of License: DL	CDL	State	:	
License Number		Exp	iration Date:	

EDUCATION AND TRAINING:

Grade School		below the nu	mber w	nich ind	dicates the	highest of	grade yo	ou have com	pleted:	9		
Q						100	-1-					Total college hrs.
Name of School City and State Yes No Concentration	1 2 3	□ □ □ □ 4 5 6	7	8	1	2	3	4	1	2 3	4	Sem. Qtr.
Sollege or University: College or University: College or Universit							Locati	on:		Gradu	ate	Degree: Major & Minor Fields o
Dither (vocational, technical, trade schools, initiary training):		Name of Sch	ool				City and	State		Yes	No	Concentration
Dither (vocational, technical, trade schools, military training): Continued to the field of t	night School.											
Dither (vocational, technical, trade schools, military training): Continued to the field of t	College or Univ	ersity:							_		ш	
ist the field(s) of work for which you are licensed, registered or certified, giving date(s) and source(s) of issuance: DEFICE TECHNOLOGY SKILLS: 1) List office equipment you are proficient with 2) List office-related skills you possess 3) List software applications you are proficient in 4) List computer languages you have programmed in READ CAREFULLY: A complete employment history is mandatory for all civil service positions. The employment history will be reviewed to determine if it appears that minimum qualifications are satisfied; therefore, it is critical that you provide clear and concise information. Beginning with your most recent employment, list your complete employment history, including any gaps in employment and an explanation of the gaps. It is our policy to require this official application form for all civil service hires. Therefore, while a resume may be submitted with the application, data for each employer must be listed on this application form (the words "See Resume" may only be used as a substitute in the section entitled "Specific Duties Performed"). If multiple positions were held with the same employer, please indicate each osition separately. EMPLOYMENT HISTORY: Idea												
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EMPLOYMENT HISTORY

Employer:					Mailing Address and Phone No.: () -			
Job Title:					Supervisor's Name:			
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No. of part-time ho	urs worked	per week	«:					
id you supervise	others:] Yes	□ No	If yes, ho	w many people did you superv	vise?		
Employer:					Mailing Address and Phone I	No.: _(_) -	
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Full-Time Part-Time* *No. of part-time h	ours worked	Yrs.	k:					

Have you ever been convicted of a misdemeanor, or a felony, or pleaded no contest, or placed on
Court supervision? Yes No
If so, please Explain:
As part of the background information that you provide on this application, you are not required to provide, and you shall not voluntarily provide Tri-Township Park District with any information regarding any conviction/arrest records pertaining to you that have been sealed or expunged.
A conviction record will not necessarily be a bar to employment: factors such as age at the time of the offense, seriousness and nature of the violation, and rehabilitation will be taken into account in terms of the position applied for.
Have you ever been employed at the Tri-Township Park District?
Yes Date Employed: Date Separated:
No
Are you eligible to work in the United States? YesNo
If you are under age 18, do you have an employment/age certificates? Yes No
PRE-EMPLOYMENT STATEMENT

I authorize investigation of all statements contained in this application for employment as may be necessary in the judgment of Tri-Township Park District in arriving at an employment decision. This includes authorizing Tri-Township Park District to investigate all references and to secure additional information about me if related to this employment application. I further authorize Tri-Township Park District to contact law enforcement agencies with regard to criminal backgrounds records information and consumer reporting agencies with regard to credit and character information. I understand that such inquiries may be made during the processing of my application for employment. Further, I release from liability the Board of Commissioners of Tri-Township Park District and its representatives for seeking such information and all other persons, corporations or organizations for furnishing such information.

I understand that I will be required to take a physical and drug test and employment is subject to passing these tests.

I also affirm that I have not withheld any information asked for and that the statements made in this application are true and correct.

Any misrepresentation or falsification, intentional or unintentional, of information on this application may result in non-hire or termination.

The Tri-Township Park District requires its employees to reside within the Tri-Township Park District which covers Jarvis, southern portion of Pin Oak, and northern portion of Collinsville townships. If employed, the applicant agrees to fulfill this requirement within six (6) months of employment date.

Employment is contingent on verification of applicant's education, employment, personal references and State of Illinois background check.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such exchange is specifically acknowledged in writing by an authorized executive of this organization.

This application for employment shall be considered active for a period of time not to exceed 1 year. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at this time.

Date:	Signature:		
App	licant's Name:		
		(Please print legibly)	
Date Received:	By:		