

# DUNDEE TOWNSHIP PARK DISTRICT

21 NORTH WASHINGTON STREET, CARPENTERSVILLE

(847) 551-4300

## Employment Application

Date:

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Name:

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### Area of Application

- |  |  |
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| <input type="checkbox"/> After School Child Care   | <input type="checkbox"/> Front Desk Attendant            |
| <input type="checkbox"/> Aquatic Facilities        | <input type="checkbox"/> Golf Course Clubhouse           |
| <input type="checkbox"/> Athletic Programs         | <input type="checkbox"/> Golf Course Grounds Maintenance |
| <input type="checkbox"/> Camp Programs             | <input type="checkbox"/> Office/Clerical                 |
| <input type="checkbox"/> Custodial Maintenance     | <input type="checkbox"/> Park Service Maintenance        |
| <input type="checkbox"/> Day Care (Rainbow Castle) | <input type="checkbox"/> Recreation Programs             |
| <input type="checkbox"/> Early Childhood Programs  | <input type="checkbox"/> Senior Center                   |
| <input type="checkbox"/> Fitness Center            | <input type="checkbox"/> Zoo                             |
| <input type="checkbox"/> Food/Beverage             |  |



EMPLOYMENT EXPERIENCE

List below previous employers. Start with your present or last employer.

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Date, Month and Year: From: \_\_\_\_\_ To: \_\_\_\_\_

Name and Address of Employer: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Position: \_\_\_\_\_ Salary: Starting: \_\_\_\_\_ Final: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Phone #: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

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Date, Month and Year: From: \_\_\_\_\_ To: \_\_\_\_\_

Name and Address of Employer: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Position: \_\_\_\_\_ Salary: Starting: \_\_\_\_\_ Final: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Phone #: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

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Date, Month and Year: From: \_\_\_\_\_ To: \_\_\_\_\_

Name and Address of Employer: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Position: \_\_\_\_\_ Salary: Starting: \_\_\_\_\_ Final: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Phone #: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

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Date, Month and Year: From: \_\_\_\_\_ To: \_\_\_\_\_

Name and Address of Employer: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Position: \_\_\_\_\_ Salary: Starting: \_\_\_\_\_ Final: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Phone #: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

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If you need additional space, please continue on a separate sheet of paper.

PLEASE TURN OVER

**EDUCATION**

	Elementary	High School	Trade School	College/University	Graduate/Professional
School Name					
Years Completed: (Circle)	4 5 6 7 8	9 10 11 12		1 2 3 4	1 2 3 4
Diploma/Degree					
Describe Course of Study					

Describe specialized training, skills, apprenticeship, and extra-curricular activities:

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Honors Received: \_\_\_\_\_

**GENERAL**

Can you perform the functions of the job you are applying for with or without reasonable accommodation?

- No reasonable accommodations are required.       Yes reasonable accommodations are required, please explain:
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Have you ever been convicted of any felony?       Yes       No.

If yes, please explain: \_\_\_\_\_

Have you ever been convicted of a misdemeanor?       Yes       No.

If yes, please explain: \_\_\_\_\_

An answer of "yes" WILL NOT automatically disqualify the applicant from consideration and will only be used in relation to specific job requirements unless the conviction is for a crime specified in Illinois Public Act 91-0885 which prohibits the Park District from employing the individual.

List professional, trade, business or civic activities in which you have participated and held office. (Exclude groups which indicate race, color, religion, sex or national origin).

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**REFERENCES**

Give name, address and phone number of three (3) references not related to you.

Name

Address

Phone #

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State any additional information you feel may be helpful to us in considering your application:

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**AGREEMENT**

I certify that answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application as may be necessary in arriving at an employment decision. In the event of employment, I understand that false or misleading information given on my application or interview(s) will be grounds for immediate termination.

I understand that I am required to give the Park District permission to initiate a criminal background check. My employment may be contingent upon meeting the requirements of a physical exam, back screen, drug test and/or T.B. test.

I understand and agree that my employment with the Park District is entered into voluntarily and that I may resign at any time. Similarly my employment may be terminated for any reason and at any time without previous notice (as long as the termination is not prohibited by law).

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_