

Employment Application --- Village of Ford Heights, Illinois

Programs, services and employment are equally available to everyone. Please inform the Human Resources Department if you require reasonable accommodations for the application of interview.

Applicant Data

How were you referred to use:

Position Applied for:

Full Name

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Cell Phone: _____ Email: _____

Date Available to Start: _____ Social Security Number: _____ Salary Requirements: _____

If you are under 18 years old, do you have a work permit? Yes No If no, please explain:

Have you ever worked for the Village? Yes No If yes, when?

Are you legally allowed to work in the United States? Yes No Type of Employment: Full-Time Part-Time Temporary Seasonal

Have you ever been convicted of a crime? Yes No If yes, dates and details:

Answering yes to these questions does not constitute an automatic rejection of employment. Date of the offense, seriousness and nature of the violation, rehabilitation and position applied for will be considered.

Driver's license number (if applicable to the position):

Education History

Name & Location of High School: _____ Did you graduate? Yes No

Name & location of College: _____

Degrees completed: _____ Other subjects studied: _____

Trade, Business or Correspondence School: _____ Did you complete: Yes No

Specialty certificates or endorsements: _____

Summarize your special skills or qualifications for this position:

Previous Employment (begin with most recent position)

Dates of Employment: From ___/___/20___ To ___/___/20___ Position(s) held: _____

Company Name: _____ Street Address: _____

City: _____ State: _____ Zip Code: _____ Phone: _____

Responsibilities: _____

Starting Salary and Title: _____ Ending Salary and Title: _____

Reason for leaving: _____

May we contact this employer for a reference? Yes No