

Employment Application

EQUAL OPPORTUNITY EMPLOYER

737 W. Exchange St.

Crete, IL 60417

708.672.6969

**Personal Data**

Name (last, first, middle) Date

Address

City State Zip Code

Phone ( ) Email Address

If employed, can you provide proof of authorization to work in the U.S.? 🞏 Yes 🞏 No

Position(s) applying for:

Are you under the age of 16 (Under 16 years of age requires work permit) 🞏 Yes 🞏 No

Referred by 🞏 Ad 🞏 Friend 🞏 Relative 🞏 Agency 🞏 Other

**Education Record**

Highest grade completed:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**High School**

Address

Did you graduate? 🞏 Yes 🞏 No

**College/University**

Address

Degrees or Diplomas Years attended 1 2 3 4

**Trade or Technical Training**

Address

Degrees or Diplomas

**Graduate School**

Address

Degrees or Diplomas Years Attended 1 2 3 4

**Special Skills**

Summarize any special skills or qualifications that you acquired through employment or other experience that are applicable to the job that you are applying for:

**Employment History**

Begin with most recent employer. Attach additional sheet if needed.

1. Employer Dates of Employment

Address

Phone ( ) Manager's Name

Title/Duties

Reason for Leaving

2. Employer Dates of Employment

Address

Phone ( ) Manager’s Name

Title/Duties

Reason for Leaving

3. Employer Dates of Employment

Address

Phone ( ) Manager’s Name

Title/Duties

Reason for Leaving

**References (Please list three personal references)**

1. Full Name Relationship

Company Phone

Address

2. Full Name Relationship

Company Phone

Address

3. Full Name Relationship

Company Phone

Address

**Personal Data**

Have you been employed here before? 🞏 Yes 🞏 No

May we contact your current employer? 🞏 Yes 🞏 No

**Applicant's Signature**

I certify that all of my answers given here are true and complete to the best of my knowledge, and that supplying false information herein shall result in immediate disqualification for consideration for employment or termination from employment, regardless of when such false information is discovered. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision; and I hereby agree to indemnify and hold harmless each and every current or prior employer in defending against any charge, complaint or suit filed with any Federal, State or local agency, or in any court of the State or Federal government for providing an accurate, factual history of employment information. I understand that neither this document nor any offer of employment from the employer constitutes an employment contract, unless a specific document to that effect is executed by the employer and employee in writing.

The Crete Park District is an at-will employer, therefore, either the employer or employee may terminate the relationship at any time, without any reason or cause.

Signature of Applicant Date