

BLOOMINGDALE PARK DISTRICT EMPLOYMENT APPLICATION

(Please Print Clearly)
Name:

172 S. Circle Ave., Bloomington

Last First Middle

Position Applied For _____ Date _____

Job Classification: Full Time Part Time Summer Other
(Circle One)

Present Address _____
Street Address City, State Zip

Telephone No. () _____ How long have you lived there? _____

Email Address: _____ Cell Phone: _____

Please circle the appropriate response:

If hired, and you are under 16, can you furnish a work permit? YES NO N/A

Can you furnish proof of eligibility to work in the U.S.? YES NO N/A

Are you currently employed? YES NO N/A

Are you on lay-off from another job? YES NO N/A

Have you ever applied or worked here before? YES NO N/A
If yes, please identify date: _____

What hours are you available to work? _____

Earliest date you can start _____

GENERAL INFORMATION

List professional activities, associations, and memberships _____

What language(s) do you speak, read and write? _____

EMPLOYMENT HISTORY

List your last three employers. Begin with your present employer or most recent employment.

1. Employer _____
Address _____ Phone () _____
Job Title _____
Starting Date _____ Leaving Date _____
Supervisor's Name _____
Reason for Leaving _____
Describe Work Performed _____

May we inquire of your present employer? YES NO

If yes, please sign _____

2. Employer _____
Address _____ Phone () _____
Job Title _____
Starting Date _____ Leaving Date _____
Supervisor's Name _____
Reason for Leaving _____
Describe Work Performed _____

3. Employer _____
Address _____ Phone () _____
Job Title _____
Starting Date _____ Leaving Date _____
Supervisor's Name _____
Reason for Leaving _____
Describe Work Performed _____

Summarize your related job skills/certifications _____

U.S. MILITARY (if applicable)

Present Status (circle one): US Armed Forces Reserve National Guard Ready Reserve

Give detail commitment and duration of commitment _____

EDUCATION

	Name and Location	Dates Attended	Did You Graduate?	Major/Field
High School				
College				
Trade School				

REFERENCES

List below the names of three persons (preferably professional) not related to you, who you have known for at least one year which we can contact.

	NAME	ADDRESS	TELEPHONE	YEARS KNOWN
1	_____	_____	_____	_____
2	_____	_____	_____	_____
3	_____	_____	_____	_____

NOTE TO APPLICANT

If granted an interview, please bring two forms of identification in accordance with the Immigration and Naturalization Verification Form. Please ask if unsure about this requirement.

Any or all of the following requirements may pertain to the position you are applying for:

____ **HEALTH REQUIREMENTS** - All full-time positions require a pre-placement physical and drug test. Depending on position, certain part time employees may be subject to a pre-placement physical. Physical shall be given by a doctor and at a location determined and paid for by the Bloomingdale Park District. Employment may be offered contingent on physical.

____ **CRIMINAL BACKGROUND CHECK** - A Criminal Background Check is required for all full and part time positions.

____ **SPECIAL LICENSE REQUIREMENT** - A special commercial driver’s license (CDL) may be required for employment in some positions. Failure to provide a special license would cause termination of employment.

____ **EQUIPMENT OPERATORS** – For insurance reasons, some positions may require a minimum age of 18 years old. Check here if you fulfill this requirement.

DRIVER ABSTRACT REQUIREMENT - At the time of hire, a Drivers Record Abstract from the Illinois Secretary of State will be secured for all full-time positions and some part time and seasonal positions (depending on job description) and will also be done at least annually.

Driver's License Number _____ State _____

Driver's License Class _____ Is your license valid? YES NO

Has your driver's license ever been revoked or suspended? YES NO

If "yes", give details including when, where and for what reason _____

Have you ever been convicted of a felony? YES NO

If yes, explain _____

The Bloomingdale Park District will not discriminate against a qualified individual with a disability in regard to job application procedures, hiring, advancement, compensation, job training, discharge or any other terms, conditions or privileges of employment.

Applicants are not obligated to disclose expunged juvenile records of adjudication or arrest. The Bloomingdale Park District will not ask, in any format or context, if an applicant has had a juvenile record expunged.

"I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that, if employed, falsified statements on this application shall be grounds for dismissal.

I authorize investigation of all statements contained herein and the references listed above to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release all parties from all liability for any damage that may result from furnishing same to you."

SIGNATURE _____ DATE _____

**BLOOMINGDALE PARK DISTRICT
MISSION STATEMENT**

. . . to efficiently and economically provide recreation programs, facilities and open space designed to provide wholesome, constructive and enjoyable leisure time experiences that benefit all individuals, families and the community.

172 S. CIRCLE AVENUE - BLOOMINGDALE, IL 60108

PHONE: 630-529-3650

FAX: 630-529-9184

www.bloomingtondaleparks.org