



**Community Park District of La Grange Park**

1501 Barnsdale, La Grange Road

La Grange Park, IL. 60526

(708)354-4580 (phone) (708)354-4577 (fax)

**Application for Employment**

*We are an equal opportunity employer dedicated to a policy of non-discrimination in employment on any basis, including race, color, age, sex, religion, disability, or national origin. Consistent with the Americans with Disabilities Act, applicants may request accommodations needed to participate in the application process.*

**PERSONAL INFORMATION**

DATE \_\_\_\_\_

Name: \_\_\_\_\_  
 Last First Middle

Present Address \_\_\_\_\_  
 Street City State Zip

Phone Number (Home) \_\_\_\_\_ Cell Phone \_\_\_\_\_

Are you 18 years of age or older? Yes \_\_\_\_\_ No \_\_\_\_\_

**EMPLOYMENT DESIRED**

Position applying for \_\_\_\_\_ Date You Can Start \_\_\_\_\_ Salary Desired \_\_\_\_\_

Are You Employed Now? Yes \_\_\_\_\_ No \_\_\_\_\_

Have you ever applied to the Park District before? Yes \_\_\_\_\_ No \_\_\_\_\_  
 If yes, what was the Position? \_\_\_\_\_ When? \_\_\_\_\_

**EDUCATION**

	Name/Location of School	Circle Last Yr. Completed	Did You Graduate?	Subjects Studied/ Degrees Earned
High School		1 2 3 4	Y N	
College		1 2 3 4	Y N	
Trade/Business School			Y N	

**GENERAL**

Subject of special study or research work: \_\_\_\_\_

Job Related Skills (keyboarding, driver's license, maintenance skills, small engine operations, etc.): \_\_\_\_\_

**FORMER EMPLOYERS** (Include your last four employers, starting with the most recent.)

Date/Month Year	Name and Address of Employer	Salary Upon Lvg.	Position	Reason for Leaving

**REFERENCES** (Include three persons not related to you whom you have known at least one year.)

Name	Address	Relationship with Applicant	Years Acquainted

If hired by the Park District, you will be required to attest to your identity and employment eligibility, and to present documents confirming your identity and employment eligibility. A criminal background check may be required. You cannot be hired if you cannot comply with these requirements.

Please note that you are not obligated to disclose expunged juvenile records of adjudication or arrest. The Park District will not ask you, in any format or context, whether you have had a juvenile record expunged.

**AUTHORIZATION**

I certify that the facts contained in the application (and any accompanying resume) are true and complete to the best of my knowledge. I understand that any false statement, omission, or misrepresentation on this application is sufficient cause for refusal to hire, or dismissal if I have been employed, no matter when discovered by the Park District.

I understand that any employment is conditional on a background check. I authorize the Park District to thoroughly investigate all statements contained in my application or resume, and I authorize my former employers and references to disclose information regarding my former employment, character, and general reputation to the Park District, without giving me prior notice of such disclosure. In addition, I release the Park District, any former employers, and all references listed above from any and all claims, demands, or liabilities arising out of or related to such investigation or disclosure.

I understand and agree that nothing contained in this application, or conveyed during any interview, is intended to create an employment contract. I further understand and agree that if I am hired, my employment will be "at will" and without fixed term, and may be terminated at any time, with or without cause and without prior notice, at the option of either myself or the Park District. No promises regarding employment have been made to me, and I understand that no such promise or guarantee is binding upon the Park District unless made in writing.

If I am offered employment I agree to submit a medical examination and drug test before starting work. If employed, I also agree to submit to a medical examination or drug test at any time deemed appropriate by the Park District and as permitted by law. I consent to such examination and tests, and I request that the examining doctor disclose to the Park District the results of the examination, which results shall remain confidential and segregated from my personal life. I understand that my employment or continued employment, to the extent permitted by law, is contingent upon satisfactory medical examination and drug test, and if I am hired a condition of employment will be that I abide by the Park District's Drug and Alcohol Policy.

I understand that filling out this form does not indicate there is a position open and does not obligate the Park District to hire. If hired, I agree to abide by all Park District work rules, policies, and procedures. The Park District retains the right to revise its policies and procedures, in whole or in part, at any time.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature