

## APPLICATION FOR EMPLOYMENT

The Village of Rosemont is an equal opportunity employer and does not discriminate on the basis of race, religion, color, national origin, age, sex, gender, disability or any other characteristic protected by law.

### INTRODUCTORY INFORMATION:

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

### APPLICANT QUESTION:

Position desired: \_\_\_\_\_ Salary: \_\_\_\_\_ Date available: \_\_\_\_\_

Are you 16 years of age or older? \_\_\_\_\_ Yes \_\_\_\_\_ No

How were you referred to the Village of Rosemont? \_\_\_\_\_

### EDUCATION:

#### High School or last grade completed:

Name & Address of School: \_\_\_\_\_

Number of years completed: \_\_\_\_\_ Degree/Diploma: \_\_\_\_\_

#### College or other Schooling or Training:

Name & Address of School: \_\_\_\_\_

Course of Study: \_\_\_\_\_

Number of years completed: \_\_\_\_\_ Degree/Diploma \_\_\_\_\_

### MILITARY EXPERIENCE:

Branch of Service: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Rank/Type of Service \_\_\_\_\_ Job Training: \_\_\_\_\_

**RECORD OF EMPLOYMENT:**

List positions starting with most recent:

.....  
**Employer:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Position Title:** \_\_\_\_\_ **Duties:** \_\_\_\_\_

**Start Date:** \_\_\_\_\_ **End Date:** \_\_\_\_\_

**Reason for Leaving:** \_\_\_\_\_

.....  
**Employer:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Position Title:** \_\_\_\_\_ **Duties:** \_\_\_\_\_

**Start Date:** \_\_\_\_\_ **End Date:** \_\_\_\_\_

**Reason for Leaving:** \_\_\_\_\_

.....  
**WORK-RELATED REFERENCES:**

	Name	Occupation	Years Known	Contact Information
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____

**STATEMENT (Please read this statement carefully before signing this application):**

I understand that employment with The Village of Rosemont is at-will, meaning that I or The Village of Rosemont may terminate my employment at any time, or for any reason consistent with applicable state or federal law.

I authorize The Village of Rosemont to conduct a thorough background investigation of my work and personal history, and verify all data given on this application and during interviews. I hereby release The Village of Rosemont, and its representatives or agents, from any liability that might result from such an investigation. I authorize all individuals, schools, and firms named to provide any requested information and release them from all liability for providing the requested information.

**I understand this application will be active for a period of 30 days; after that time, if I wish to be considered for employment, I must submit a new application. I certify that all the statements in this completed application are true and understand that any falsification or willful omission shall be sufficient cause for dismissal or refusal to hire:**

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