



EMPLOYMENT APPLICATION

*All offers of employment are contingent upon passing a drug test and a criminal background check. R 3.08

Date _____

<hr/>	<hr/>	<hr/>
Last Name	First Name	Middle Initial
<hr/>		
Address		
<hr/>		
City	State	Zip Code
Daytime Phone Number: _____		
Email address: _____		
Age, if under 18: _____		
Valid Driver's License? Yes No		

Do you have relatives/household members working at the park district? Yes No

Name	Title
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Have you ever been discharged by an employer? Yes No

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Position Applying For	Salary Requirement
<hr/>	
Employment status preferred - circle one	
Full-time Part-time (year round) Seasonal	
Hours available to work - circle one	
Anytime Weekdays only Weekends/evenings only	
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List all job related equipment you can operate:	

Have you ever applied at the Wheeling Park District including any Wheeling Park District facility - (Chevy Chase Country Club)? Yes No

Have you ever worked for the Wheeling Park District including any Wheeling Park District facility - (Chevy Chase Country Club)? Yes No
If yes, list dates: _____

Were you employed under a different name? Yes No

If yes, what name?

Work History - List all employment starting with the most current job.		May staff contact your current employer for a reference? Yes No		
Dates (From/Thru)	Company Name/Phone	Final Position	Salary	Reason for Leaving
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Educational History

Name/Address Schools Attended

Highest Grade Completed

Job Related Course Content

High School

College

Business Vocational/Trade School

Other

U.S. Military Experience:

Branch

Rank Achieved

Special Schools/Training

Why do you want to work for the park district?

Have you ever been convicted of a crime, or assessed a civil forfeiture (omit traffic violations)? You are not obligated to disclose sealed or expunged records.

Yes (please explain) No

A criminal background check may impact the decision to hire or retain candidates.

References: List any employment or skill-related references (not relatives).

Name

Address

Phone Number

What workplace accommodations do you require to perform work duties?

List any activities or experiences that you consider relevant to your ability to perform the duties of the position for which you have applied for:

What languages can you speak, read and/or write?

PLEASE READ THE FOLLOWING STATEMENT CAREFULLY AND SIGN

I authorize investigation of all statements contained in this application and permit Wheeling Park District to obtain any transcripts, records, credit references, reference checks or other documents pertaining to my background and business experience. I give my consent for anyone contacted regarding this application to respond to questions pertaining to it. I release Wheeling Park District and references contacted from any liability arising there from and understand that any misrepresentation, omission of facts, false statement(s) or unsatisfactory reference may result in dismissal or failure to hire. I acknowledge my understanding that statements which may be contained in policies, handbooks or other park district materials, or any oral promises about duration of employment or termination standards do not create any guarantee of employment. I understand that Wheeling Park District operates several shifts, seven days per week, and that weekend and evening work or changes in my schedule or shift may be required during my employment. I understand and agree that if hired at the Wheeling Park District, my employment is for no definite period and may, regardless of the date of payment of my wages, be terminated at any time with or without notice, at-will, and for any reason. I also understand that while policies and procedures change from time to time, such at-will status is not subject to change.

Signature

Date