



PLEASE LIST YOUR WORK EXPERIENCE AND JOB SKILLS BELOW (MOST RECENT JOB FIRST)

Dates of Employment			FROM	TO		
			/	/		
			Month	Year	Month	Year
COMPANY NAME				YOUR POSITION and TITLE		
NO. & STREET				SUPERVISOR'S NAME, TITLE and POSITION		
CITY		STATE	ZIP CODE	SUPERVISOR'S TELEPHONE NUMBER		
TYPE OF BUSINESS						
TELEPHONE NUMBER			REASON FOR LEAVING			
()						
BRIEFLY DESCRIBE YOUR <u>MAJOR DUTIES</u> or SKILLS						

Dates of Employment			FROM	TO		
			/	/		
			Month	Year	Month	Year
COMPANY NAME				YOUR POSITION and TITLE		
NO. & STREET				SUPERVISOR'S NAME, TITLE and POSITION		
CITY		STATE	ZIP CODE	SUPERVISOR'S TELEPHONE NUMBER		
TYPE OF BUSINESS						
TELEPHONE NUMBER			REASON FOR LEAVING			
()						
BRIEFLY DESCRIBE YOUR <u>MAJOR DUTIES</u> or SKILLS						



Dates of Employment FROM _____ TO _____ Month / Year Month / Year		
COMPANY NAME		YOUR POSITION and TITLE
NO. & STREET		SUPERVISOR'S NAME, TITLE and POSITION
CITY	STATE	ZIP CODE
TYPE OF BUSINESS		
TELEPHONE NUMBER () -	REASON FOR LEAVING	
BRIEFLY DESCRIBE YOUR <u>MAJOR DUTIES</u> or SKILLS		

EDUCATION:

NAME AND ADDRESS OF SCHOOL	MAJOR SUBJECT	YEARS ATTENDED	DID YOU GRADUATE?	TYPE OF DEGREE OR DIPLOMA
HIGH SCHOOL OR PREP				
COLLEGE				
COLLEGE OR GRADUATE				
OTHER				

PROFESSIONAL DESIGNATIONS:

DESIGNATION	ORGANIZATION GRANTING DESIGNATION	DATE COMPLETED
DESIGNATION	ORGANIZATION GRANTING DESIGNATION	DATE COMPLETED

PROFESSIONAL LICENSES:

TYPE OF LICENSE	STATE GRANTING LICENSE	LICENSE NUMBER
TYPE OF LICENSE	STATE GRANTING LICENSE	LICENSE NUMBER



REFERENCES: Please list three professional references

NAME	RELATIONSHIP	COMPANY	PHONE/ALTERNATE PHONE

PLEASE READ CAREFULLY BEFORE SIGNING APPLICATION

I have submitted the attached form to the Village of Beach Park for the purpose of obtaining employment. I acknowledge that the use of this form, and my filling it out, does not indicate that any positions are open, nor does it obligate the village to further process my application.

I understand that any misrepresentation or omission of any fact in my application, resume or any other materials, or during any interviews, can be justification for refusal of employment, or, if employed, termination from the Village of Beach Park.

I also affirm that I have not signed any kind of restrictive document creating any obligation to any former employer that would restrict my acceptance of employment with the Village of Beach Park in the position I am seeking.

I understand that this application is not an employment contract for any specific length of time between the Village of Beach Park and me, and that in the event I am hired, my employment will be “at will” and either the Village of Beach Park or I can terminate my employment with or without cause and with or without notice at any time. Nothing contained in any handbook, manual, policy and the like, distributed by the Village of Beach Park to its employees is intended to or can create an employment contract, an offer of employment or any obligation on the Village of Beach Park’s part. The Village of Beach Park may, at its sole discretion, hold in abeyance or revoke, amend or modify, abridge or change any benefit, policy practice, condition or process affecting its employees.

References: I hereby authorize the Village of Beach Park and its agents to make such investigations and inquiries into my employment and educational history and other related matters as may be necessary in arriving at an employment decision. I hereby release employers, schools, and other persons from all liability in responding to inquires connected with my application and I specifically authorize the release of information by any schools, businesses, individuals, services or other entities listed by me in this form.

Temporary/Contract Employment: If employed as a temporary or contract employee, I understand that I may be an employee of the Village of Beach Park and not of any client. If employed, I further understand that my employment is not guaranteed for any specific time and may be terminated at any time for any reason.

SIGNED: _____

DATE: _____