# APPLICATION FOR EMPLOYMENT

Equal Opportunity Employer

Flagg Creek Water Reclamation District
7001 N. Frontage Road
Burr Ridge, IL 60527
(630) 323-3299

**Important Legal Notice:** An employer may not use any information provided by a job applicant in a way which results in illegal discrimination against the job applicant under applicable federal, state, or local law.

## PERSONAL INFORMATION

Last Name First Middle

Address City State Zip

Phone (Mobile / Residential – circle one or both)

Are you legally authorized to work in the U.S.? Yes _____ No _____

## POSITION DESIRED

Position Salary/Wages Expected

Date you can start

Are you employed now? Can we question your present employer?

Have you ever applied to this organization before?

If so, where? When?

# IMPORTANT NOTICE TO APPLICANTS

Under Illinois law, job applicants are not obligated to disclose sealed or expunged records of conviction or arrest or expunged juvenile records of conviction or arrest.

**EMPLOYMENT HISTORY**

| Dates | Employer and Address | Job Title/Description of Duties |
|---|---|---|
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| | | |

**EDUCATION**

| Name of School | Location | Course/Degree |
|---|---|---|
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| | | |
| | | |
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**TRAINING OR SPECIAL STUDY**

| Name of School | Location | Course/Degree |
|---|---|---|
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**REFERENCES** (Give the names of 3 persons not related to you, that you have known for at least one year.)

| Name | Address | Phone No. | Occupation | Years Known |
|---|---|---|---|---|
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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 ANY AND ALL INFORMATION CONCERNING MY PREVIOUS EMPLOYMENT.

Date _____ Signature _____

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**DO NOT WRITE BELOW THIS LINE – FOR EMPLOYER USE ONLY**

Interviewed by _____ Date _____

Comments _____

_____

_____

_____

Hire: Yes _____ No _____

Position _____ Department _____

Salary/Wage _____ Report Date _____

Approved _____ _____ _____
Manager Department Head Executive Director

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All information provided on this form by the job applicant is provided voluntarily. Flagg Creek Water Reclamation District does not make any warranties or guarantees, express or implied, with respect to employing job applicant. By using this form, job applicant agrees to hold Flagg Creek Water Reclamation District and its officers, employees and agents harmless from any cause of action which might arise as a result of the job applicant's use of this form.