Elmwood CUSD #322

301 W. Butternut St.

Elmwood, IL 61529

309-742-8464

**APPLICATION FOR NON-CERTIFIED EMPLOYMENT**

**We are an Equal Opportunity Employer.**

**We do not discriminate on the basis of race, religion, color, sex, age, national origin or disability.**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Date: |  | | Last Name: | |  | | | | First Name: |  | | | | Middle Initial: |  |
|  | | |  | | | | | | | | | | | | |
| No. and Street Name: | | |  | | | | | | | | | | | | |
|  |  | | | | |  |  | | | |  | |  | | |
| City: |  | | | | | State: |  | | | | | Zip Code: |  | | |
|  | | | |  | | | |  | | |  | | | | |
| Home Telephone Number: | | | |  | | | | Cell Phone Number: | | |  | | | | |
|  | |  | | | | | | | | | | | | | |
| Email address: | |  | | | | | | | | | | | | | |

Have you ever worked around children?  YES  NO

|  |  |  |
| --- | --- | --- |
| If yes, please describe. |  | |
|  | |  |
| What is the name of the position for which you are applying? | |  |

Can you perform the job for which you are applying without any special accommodations?  YES  NO

|  |  |
| --- | --- |
| If special accommodations are required, what are they? |  |

Do you have a legal right to work in the United States?  YES  NO

Have you ever been convicted of a felony or misdemeanor which has not been ordered expunged, sealed or impounded?

YES  NO

|  |  |
| --- | --- |
| If so, what, when and where? |  |

Other than a traffic offense, have you ever engaged in illegal conduct, even if not charged, indicted or convicted?  YES  NO

|  |  |
| --- | --- |
| If so, what, when and where? |  |

Have you ever been determined a perpetrator of child abuse or neglect in a Department Children and Family Services (“DCFS”)

Report?  YES  NO

|  |  |
| --- | --- |
| If so, explain. |  |

|  |  |
| --- | --- |
| What qualifies you for the position desired? |  |

Are you presently employed?  YES  NO

|  |  |
| --- | --- |
| If yes, where are you currently employed? |  |
|  |  |
| Why do you wish to leave your present position? |  |
|  |  |
| If employed, when you could you begin in this position? |  |

EMPLOYMENT HISTORY

Please list most recent employer first.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name of Firm** | **Location** | **Dates** | **Salary** | **Duties** |
|  |  |  |  |  |
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REFERENCES

Please list those supervisors who have personal and professional knowledge of the caliber of you and your work.

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Address** | **Position** | **Day Phone** |
|  |  |  |  |
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|  |  |  |  |

EDUCATIONAL BACKGROUND

|  |  |  |  |
| --- | --- | --- | --- |
|  | **School** | **Location** | **Highest Grade Completed** |
| High School |  |  |  |
| College |  |  |  |
| Additional Education |  |  |  |
|  |  |  |  |

I attest that the above information I have provided in this application is factual and true. I understand that my hiring and continued employment is subject to the results of the Illinois State Police criminal background check and the sexual offenders’ database inquiry. Any evidence of falsification on this application may result in immediate termination if I am hired by this district.

Applicant Signature Date

10/2012