

CITY *of* DEERFIELD

Application for Employment

We are an equal opportunity employer and do not unlawfully discriminate in employment. No question on this application is used for the purpose of limiting or excluding any applicant from consideration for employment on a basis prohibited by local, state or federal law.

Applicant Name:
Position (s) applied for or type of work desired:
Address:
Phone #
Social Security Number:
Date you will be available to start work:

- Are you able to meet attendance requirements?

Yes **No**

- Are you capable of performing the essential functions of the position you are seeking with or without reasonable accommodations?

Yes **No**

- Do you have any objection to working overtime if necessary?

Yes **No**

- Have you ever been previously employed by the City?

Yes **No**

- Have you been convicted of a felony?

Yes **No**

If yes please explain:

- Have you ever been convicted of a misdemeanor involving truth or veracity, or moral turpitude?

Yes **No**

If yes please explain:

- Have you ever been convicted of, or entered into a diversion for, Driving under the influence of Drugs or Alcohol, Driving While License Suspended or Revoked, or had your drivers license suspended or revoked?

Yes **No**

If yes please explain:

- Driver's License Number
- How were you referred to us?

EDUCATIONAL HISTORY:

List School's name and location, numbers of years completed, course of study, any degrees earned.

High School:			
College:			
Technical Training:			
Other:			

EMPLOYMENT HISTORY:

Please provide all employment information for your past three (3) employers starting with the most recent:

Employer:
Position Held:
Address:
Phone Number:
Dates Employed: From To
Salary or Wage:
Job Summary:
Reason For Leaving:

Employer:
Position Held:
Address:
Phone Number:
Dates Employed: From To
Salary or Wage:
Job Summary:
Reason For Leaving:

Employer:
Position Held:
Address:
Phone Number:
Dates Employed: From To
Salary or Wage:
Job Summary:
Reason For Leaving:

OTHER SKILLS AND QUALIFICATIONS:

Summarize any job-related training, skills, licenses, certificates, and /or qualifications:

REFERENCES:

List 3 references (do not include relatives or employers)

Name:	Name:
Phone Number:	Phone Number:
Years Known:	Years Known:

Name:
Phone Number:
Years Known:

I hereby authorize the City of Deerfield to contact, obtain and verify to accuracy of information contained in this application from all previous employers, educational institutions, law enforcement or criminal justice agencies and references. I also hereby release from liability the City of Deerfield and its representatives for seeking organizations for providing such information.

I understand that any misrepresentation or material omission made by me on this application will be sufficient cause for cancellation of this application or immediate termination from employment if I am employed, whenever it may be discovered.

If I am employed, I acknowledge that there is no specified length of employment and that this employer can terminate the relationship at will, with or without cause, at any time, so long as there is no violation of applicable federal or state law.

I understand that it is the policy of this municipality not to refuse to hire or otherwise discriminate against a qualified individual with a disability because of that persons need for reasonable accommodation as required by the ADA.

I also understand that if I am employed, I will be required to provide satisfactory proof of identity and legal work authorization with three days of being hired. Failure to submit such proof within the required time shall result in immediate termination of employment.

I represent and warrant that I have read and fully understand the foregoing, and that I seek employment under these conditions.

Applicant Signature

Date