



VILLAGE OF SOUTH BARRINGTON
 30 South Barrington Road, South Barrington, IL 60010
 Phone 847-381-7510 Fax 847-381-0024

**SOUTH
BARRINGTON**

Employment Application

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

_____ *City State ZIP Code*

Phone: _____ Email _____

Date Available: _____ Hours /Week: _____ Desired Salary: \$ _____

Position Applied for: _____

Are you a citizen of the United States? YES NO If no, are you authorized to work in the U.S.? YES NO

Have you ever worked for this company? YES NO If yes, when? _____

Have you ever been convicted of a felony? YES NO

If yes, explain: _____

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Diploma: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

References

Please list three professional references.

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Military Service

Branch: _____ From: _____ To: _____

Rank at Discharge: _____ Type of Discharge: _____

If other than honorable, explain: _____

Disclaimer and Signature

Applicant's Statement

I certify that all answers given herein are true, accurate, and completed to the best of my knowledge. I understand that any omissions, misrepresentations, or false statements throughout this application or any additional documents submitted are grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery. I further understand that I am required to abide by all rules and regulations of the Village of South Barrington.

In consideration of my application for employment I authorize the Village of South Barrington to investigate my references, work record, transcripts, and other supporting sources related to my suitability for employment. I understand that for certain positions inquiries by the Village of South Barrington may include investigating criminal convictions and/or contacting former employers and other references listed on this application and I agree to cooperate in such investigations. I understand that a post-offer medical examination, including a drug screen, may be required for this position.

I release the Village of South Barrington from any and all liability that might result from conducting a background investigation. I further release from liability anyone supplying information related to such investigation.

I understand that neither this document, nor the Village of South Barrington Personnel Policy Manual, nor any offer of employment from the employer constitutes an employment contract unless a specific document to that effect is executed by the employer and employee in writing.

I acknowledge that I have read the above statements and grant permission to verify the information supplied on this application for employment and employment related documents I have provided.

Signature of Applicant

Date