

VILLAGE OF SAUK VILLAGE

Application For Employment

SAUK VILLAGE is an Equal Opportunity Employer and is committed to excellence through diversity

Please print or type. The application must be fully completed to be considered. Please complete each section even if you attach a resume.

Personal Information

Name		Date	
Address		City	State
			Zip
Phone Number	Mobile Number	Email Address	
Are You A U.S. Citizen?		Have You Ever Been Convicted Of A Felony?	
Yes <input type="checkbox"/> No <input type="checkbox"/>		Yes <input type="checkbox"/> No <input type="checkbox"/>	
If Selected For Employment Are You Willing To Submit to a Pre-Employment Drug Screening Test and Background Check?			
Yes <input type="checkbox"/> No <input type="checkbox"/>			

Position

Position You Are Applying For	Available Start Date	Desired Pay
Employment Desired		
<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Seasonal/Temporary		

Education

School Name	Location	Years Attended	Degree Received	Major

References

Name	Title	Company	Phone

Employment History

Employer (1)	Job Title		Dates Employed
Work Phone			
Address	City	State	Zip
Employer (2)	Job Title		Dates Employed
Work Phone			
Address	City	State	Zip
Employer (3)	Job Title		Dates Employed
Work Phone			
Address	City	State	Zip
Employer (4)	Job Title		Dates Employed
Work Phone			
Address	City	State	Zip
Employer (5)	Job Title		Dates Employed
Work Phone			
Address	City	State	Zip

Signature Disclaimer

I certify that my answers are true and complete to the best of my knowledge.
If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Name (Please Print)	Signature
Date	

List Skills & Qualifications

List Special Accomplishments, Awards, Publications, etc.

PRIVACY STATEMENT

Sauk Village receives your application, your information will be used only for the purpose of employment. Your information will only be viewed by our HR team and stored securely. We will not share any information you provide including your email address with any third parties unless instructed to do so by Federal, State or Local authorities.

NOTICE TO APPLICANTS AS REQUIRED BY THE FAIR CREDIT REPORTING ACT.

As part of employment process, an investigative consumer report may be prepared regarding an applicant's character, general reputation, personal characteristics, and mode of living. Additional information as to the nature and scope of such as report, if made, will be provided upon the applicant's written request.

I authorize investigation of all matters contained in this application which Sauk Village may deem relevant to my employment and authorize my previous employers or other persons having information concerning me or my record to report such information to Sauk Village and such persons are hereby released from all liability for issuing such information. Sauk Village will keep all such information confidential except where such information is required to be released by law or order of a court or other authority. I understand and agree that I will be subject to immediate dismissal if it is subsequently discovered that the information contained herein is untrue or that I have failed to disclose a material fact. I understand that if employed by Sauk Village, such employment will occur at will and no contract of employment, express or implied is created and that no representative of Sauk Village has any authority to enter into any agreement for employment of any specific period of time, or to make any agreement contrary to the foregoing. I understand that if I receive an offer of employment and I accept the position, I will be required to complete additional information necessary for Village record keeping requirements.

NOTICE TO APPLICANT AS REQUIRED BY EEOC ON BACKGROUND CHECK

The user agrees that all reports submitted and received will be subject to the following conditions. All reports will be kept strictly confidential, no information from reports will be revealed to any other person, except a person whose duty requires him to pass on the transaction in relation to which the report was ordered. No information will be requested for the use of any other person. Requests for report information from the person reported on, or his representative, will be referred to Sauk Village. for disclosure as provided under the Fair Credit Reporting Act, the American with Disabilities Act or other applicable laws. The user certifies that these reports will be ordered only when intended to be used for employment purposes, or in connection with a legitimate business or association's need in connection with transactions involving the consumer or public. The user also agrees to comply with any applicable state requirements concerning access to or use of motor vehicle records, credit reports, criminal records, skill testing or any other related reports governed by the individual states. In this regard, the user will cooperate with Sauk Village in monitoring the use of such reports. The user agrees to hold Sauk Village, its officers, employees and any company Sauk Village uses to obtain reports, harmless from and against any expense or damages resulting from the publishing of report information contrary to these conditions.