

APPLICATION FOR EMPLOYMENT

Norman C. Sleezer Youth Home

1401 S. Sleezer Home Road

Freeport, IL. 61032

815-232-8336 (phone) 815-232-8842(fax)

All applicants will receive consideration for employment without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status.

(PLEASE TYPE)

Last Name		First Name		Middle Name	
Address		City		State	IL
Telephone Number(s)	Home:	Cell:		Social Security Number:	

Have you ever filed and application with us before? Yes No

If Yes, give date (in 1/1/2011 format):

Position(s) Applied For		Date of Application (in 1/1/2011 format)	
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How Did You Learn About Us? (Click to check box)

Advertisement Friend Walk-In

Employment Agency Relative Other:

Are you over 25 years of age as required by insurance standards? Yes No

Are you currently employed? Yes No

May we contact your present employer? Yes No

Are you available to work (click one): Full Time Part Time Shift Work Temporary

On what date would you be available to work? (in 1/1/2011 format):

Are you currently on "lay-off" status and subject to recall? Yes No

Can you travel if the job requires it? Yes No

Do you have a valid driver's license? Which is a condition for employment Yes No

Driver's License Number: _____ Which may be used to obtain Motor Vehicle record report.

Have you had **any** traffic violations in the past 3 years? Is so, list(Type in the following field) : _____

Have you ever been convicted of a felony? Yes No

Conviction will not necessarily disqualify an applicant from employment. Applicants are not obligated to disclose sealed or expunged conviction/arrest records.

If Yes, please explain (Type in the following field): _____

EDUCATION:

	Name and Address Of School	Course of Study	Years Completed	Diploma Degree Obtained
Elementary School				
High School				
Undergraduate College				
Graduate Professional				
Other (Specify)				

Are you fluent in any foreign language(s)? ____ Yes No

If so, which languages?_

List professional, trade, business or civic activities and offices held.

You may exclude membership which would reveal gender, race, religion, national origin, age, ancestry, disability or other protected status:

Describe any specialized training, apprenticeship, skills and extra-curricular activities.

EMPLOYMENT EXPERIENCE

Start with your present or most recent job. Include any job-related military service assignments and volunteer activities. You may exclude organizations which indicate race, color, religion, gender, national origin, disabilities or other protected status.

Employer		Dates Employed		Work Performed
		From	To	
Address				
Telephone Number(s)		Hourly Rate/Salary		
		Starting	Final	
Job Title	Supervisor			
Reason for Leaving				

Employer		Dates Employed		Word Performed
		From	To	
Address				
Telephone Number(s)		Hourly Rate/Salary		
		Starting	Final	
Job Title	Supervisor			
Reason for Leaving				

Employer		Dates Employed		Word Performed
		From	To	
Address				
Telephone Number(s)		Hourly Rate/Salary		
		Starting	Final	
Job Title	Supervisor			
Reason for Leaving				

Employer		Dates Employed		Word Performed
		From	To	
Address				
Telephone Number(s)		Hourly Rate/Salary		
		Starting	Final	
Job Title	Supervisor			
Reason for Leaving				

We may contact the employers listed above unless you indicate those you do not want us to contact.	DO NOT CONTACT
	Employer Name:
	Employer Number(s):
	Reason:

REFERENCES

Name	Relationship	Phone

AN EQUAL OPPORTUNITY EMPLOYER

APPLICANT'S STATEMENT

I certify that answers given herein are true and complete to the best of my knowledge.

I authorize investigation of all statements contained in this application, including past employment history, criminal background check, driving record and references, as may be necessary in arriving at an employment decision.

This application for employment shall be considered active for a period of time not to exceed 45 days. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge the Employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of the organization.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the employer.

I also realize that all employees are prohibited from having direct or indirect financial interest in the assets, leases, business transactions or professional services of the organization. Such interest would preclude employment with the agency.

Date: (in 1/1/2011 format):

Signature: _____

FOR EMPLOYERS USE ONLY

Applicant's Name: _____

Date: _____

Position Applied For: _____

INTERVIEW RESULTS

Interviewer Name and Comments	
Interview Date:	Interviewer:
Interview Date:	Interviewer:

REFERENCE CHECK

Employer	Person Contacted/Date	Results
1		
2		
3		
4		