

VILLAGE OF ELMWOOD PARK
 11 CONTI PARKWAY, ELMWOOD PARK, IL 60707
EQUAL EMPLOYMENT OPORTUNITY INFORMATION FORM



Voluntary Information

*This information is being requested to assist our efforts in regard to equal employment opportunity. The information is **voluntary** and will not be used when considering you for employment. This form is a separate page and should be submitted separately to the Human Resources office. It will be processed separately and used for statistical purposes only. It will not be used in hiring, interviewing, or any other employment decision. Refusing to provide this information will not subject you to adverse treatment. Thank you for your cooperation.*

Applicant Information

Position Applied for: _____

Age: _____

Racial or Ethnic Group

| | | |
|--|---|---|
| <input type="checkbox"/> American Indian/Alaskan | <input type="checkbox"/> Asian/Pacific Islander | <input type="checkbox"/> Black/African American |
| <input type="checkbox"/> Hispanic/Latino | <input type="checkbox"/> White/Caucasian | <input type="checkbox"/> Other |

Gender

| | |
|---------------------------------|-------------------------------|
| <input type="checkbox"/> Female | <input type="checkbox"/> Male |
|---------------------------------|-------------------------------|

How did you hear about this position?

| | | |
|------------------------------------|---|---|
| <input type="checkbox"/> Newspaper | <input type="checkbox"/> Company Employee | <input type="checkbox"/> Professional Publication |
| <input type="checkbox"/> Job Fair | <input type="checkbox"/> Placement Office | <input type="checkbox"/> Web Site |
| <input type="checkbox"/> Other | | |

VILLAGE OF ELMWOOD PARK
 11 CONTI PARKWAY, ELMWOOD PARK, IL 60707
EMPLOYMENT APPLICATION



APPLICATION DATE:

POSITION APPLIED FOR:

APPLICANT INFORMATION

| | | | |
|--|------------------------------|-----------------------------|----------------|
| LAST NAME: | FIRST: | M.I.: | DATE OF BIRTH: |
| STREET ADDRESS: | | APARTMENT/ UNIT # | |
| CITY: | STATE: | ZIP: | |
| PHONE: | E-MAIL ADDRESS : | | |
| HAVE YOU EVER WORKED FOR THIS COMPANY? | YES <input type="checkbox"/> | NO <input type="checkbox"/> | IF SO, WHEN? |

List any other names, Aliases you have used, or been known by (include maiden name if applicable.):

In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to provide employment eligibility verification documentation upon hire.

EDUCATION

| | | |
|--------------|----------|--|
| High School: | Address: | |
| From: | To: | Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/> Degree: |
| College: | Address: | |
| From: | To: | Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/> Degree: |
| Other: | Address: | |
| From: | To: | Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/> Degree: |

The Village of Elmwood Park is an Equal Opportunity Employer that does not discriminate on the basis of actual or perceived race, creed, color, religion, alienage or national origin, ancestry, citizenship status, age, disability or handicap, sex, marital status, veteran status, sexual orientation, arrest record, or any other characteristic protected by applicable federal, state or local laws.

PREVIOUS EMPLOYMENT

| | | | |
|--|--------------------|------------------------------|-----------------------------|
| Company: | | Phone: | |
| Address: | | Supervisor: | |
| Job Title: | Starting Salary \$ | Ending Salary: \$ | |
| Responsibilities: | | | |
| From: | To: | Reason for Leaving | |
| May we contact your previous supervisor for a reference? | | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| Company: | | Phone: | |
| Address: | | Supervisor: | |
| Job Title: | Starting Salary \$ | Ending Salary: \$ | |
| Responsibilities: | | | |
| From: | To: | Reason for Leaving | |
| May we contact your previous supervisor for a reference? | | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| Company: | | Phone: | |
| Address: | | Supervisor: | |
| Job Title: | Starting Salary \$ | Ending Salary: \$ | |
| Responsibilities: | | | |
| From: | To: | Reason for Leaving: | |
| May we contact your previous supervisor for a reference? | | YES <input type="checkbox"/> | NO <input type="checkbox"/> |

REFERENCES

Please list three professional references.

| | | | |
|------------|--|---------------|--|
| Full Name: | | Relationship: | |
| Company: | | Phone: | |
| Address: | | | |
| Full Name | | Relationship | |
| Company: | | Phone: | |
| Address: | | | |
| Full Name: | | Relationship: | |
| Company: | | Phone: | |
| Address: | | | |

DISCLAIMER AND SIGNATURE

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.

| | |
|------------|-------|
| Signature: | Date: |
|------------|-------|