

APPLICATION FOR SEASONAL EMPLOYMENT

AN EQUAL OPPORTUNITY EMPLOYER

IT IS THE POLICY OF THE VILLAGE, IN ACCORDANCE WITH ALL FEDERAL, STATE AND LOCAL LAWS, TO PROVIDE EQUAL EMPLOYMENT OPPORTUNITIES TO ALL QUALIFIED APPLICANTS, AND MAKE EMPLOYMENT DECISIONS, WITHOUT REGARD TO THE FOLLOWING: RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, CITIZENSHIP STATUS, ANCESTRY, AGE, MARITAL STATUS, SEXUAL ORIENTATION, PHYSICAL OR MENTAL DISABILITY UNRELATED TO AN INDIVIDUAL'S ABILITY TO PERFORM THE ESSENTIAL FUNCTIONS OF THE JOB, ASSOCIATION WITH A PERSON WITH A DISABILITY, UNFAVORABLE DISCHARGE FROM MILITARY SERVICE OR MILITARY STATUS OR ANY OTHER CATEGORY PROTECTED BY STATE OR FEDERAL LAW. IT IS THE POLICY OF THE VILLAGE TO FOLLOW RECRUITMENT PROCEDURES THAT WILL ATTRACT, HIRE, AND RETAIN THE MOST QUALIFIED APPLICANTS FOR JOB VACANCIES. THIS EMPLOYMENT APPLICATION MUST BE FILLED OUT COMPLETELY FOR CONSIDERATION FOR EMPLOYMENT.

PERSONAL INFORMATION

Name

Address:

City:

State:

Zip:

Phone:

Email:

Position Desired 1:

Position Desired 2:

Position Desired 3:

Village of Antioch Employees are required to be at least 16 years of age. Do you meet this requirement? Yes No

Have you ever worked for the Village of Antioch before? Yes No

If yes, in which department?

Date of Service:

Job Title:

Reason for leaving:

Do you have any relatives who work for the Village or serve as elected or appointed officials? Yes No

If yes, please provide their name and department? This information is voluntary and requested to ensure compliance with our conflict of interest and anti-nepotism policies. Disclosure of this information alone does not disqualify you for employment.

Are you available to work (check all that apply): Days Nights Weekends Full Time Part Time Temporary

Please indicate the dates you are available to work (ex. May 1 through August 15)

From:

To:

Please list any dates that you plan to be on vacation over the summer and unavailable to work:

From:

To:

From:

To:

From:

To:

From:

To:

EXPERIENCE

List any jobs or experience you have completed that relates to the position for which you are applying:

List all related equipment you have used, and classes/training you have received:

INTEREST

Explain why you would like to work for the Village of Antioch. What unique qualities would you bring to our team?

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How did you hear about the position?

IMPORTANT – PLEASE READ AND SIGN

I certify that all the information submitted by me on this application is true and complete, and I understand that if any false information, omissions or misrepresentations are discovered, my application may be rejected and, if I am employed, my employment may be terminated.

I understand that if the Village of Antioch hires me, my employment will be at-will, meaning that either I or the Village of Antioch can terminate it at any time for any reason, with or without cause.

I authorize the Village of Antioch to investigate and/or verify all information provided and statements contained in this application for employment and/or provided by me to the Village during the interview and hiring process including, without limitation, regarding my employment record and reference checks, as may be necessary in arriving at an employment decision and release the Village of Antioch and any individuals it contacts from any claims arising from making or responding to such inquiries. I further understand that such inquiries will include checking police records for convictions, pursuant to applicable law. I understand that I may request reasonable accommodations, if needed, due to disability, in order to participate in the overall application process, but I am not required to disclose whether I have a disability unless I am conditionally offered employment.

I further understand that if any false information, omissions, or misrepresentations are either contained in my application or given during the interview and hiring process are discovered, my application may be rejected and if I am employed by the Village, my employment may be terminated.

This application does not constitute an agreement or contract for employment for any specified period or definite duration. I understand that no supervisor or representative of the employer is authorized to make any assurances to the contrary and that no implied, oral or written agreements contrary to the foregoing express language are valid.

If I receive a conditional offer of employment from the Village, I agree to submit to a pre-employment physical exam, physical testing and/or drug screen(s) if required by the Village of Antioch and understand that any offer of employment is conditional and contingent upon successfully passing the drug screen test(s) and based upon the results of any physical testing and physical exam required by the Village, indicating that I can perform the essential functions of the position I have applied for with or without reasonable accommodation,

If hired, as consideration for my employment, I agree to comply with all current and future rules, regulations, and employment policies of the Village of Antioch and understand that all rules, regulations, and policies relating to conditions of employment are subject to modification by the Village without notice.

I understand that this application is active for ninety (90) days from the date set forth below and that if I want to be considered after that time, I must complete a new application for employment.

Signed _____

Dated ____/____/____

Please return completed form to:
Village of Antioch
Attn: Seasonal Job Applications
935 Skidmore Drive
Antioch, IL 60002

Email completed applications to:
Day Camp – gford@antioch.il.gov
Aqua Center – kkotloski@antioch.il.gov
Public Works – shoban@antioch.il.gov
All other seasonal opportunities – lromine@antioch.il.gov

