VILLAGE OF FOREST VIEW FIRE DEPARTMENT EMPLOYMENT APPLICATION

Instructions: It is the policy of the Village of Forest View to provide equal opportunity with regard to all terms and conditions of employment. The Village complies with federal and state law prohibiting discrimination on the basis or race, color, religion, sex national origin, disability, veteran status, age, or any other protected characteristic. Due to the fact that some fire department positions have a minimum/maximum age, requirement, the Village is required to request a date of birth, however, no person will be discriminated against as a result of their age. Age will only apply to those positions required by the rules and regulations of the Police and Fire Commission.

Please Print	Application Date			
Name				
Last		First	M	liddle
Address Street Home Phone	Cellular.C	City ther#	State E-mail address:	Zip
Would you accept Full Time	Yes No Wo	ould you accept Part Time	Yes No Da	ate of Birth/_/
Date Available for Work	How were you referred to the Village			
Have you been employed here?				
Is this application a request for		•		oce from the village?
••	7	•	ary reave or absen	ce wom the vinage:
Yes No If yes, additional Are you legally eligible for emp	•	•		
Are you able to perform the "accommodation)? This question provide information about the necessary. These issues may be information about the job's "essential".	n is not designe e existence of a e addressed at a l sential functions'	d to elicit information ab disability, particular acco ater stage, to the extent pe	out an applicant's	s disability. Please do not whether accommodation is
Will you travel if required?	Yes No			
Will you work overtime if requi	red? Yes	No		
Have you ever been bonded?	Yes No			
Please provide your driver's lic	ense number, if d	riving is required for this j	job	State
Have you entered into an agree that might, in any way, restrict !! If yes, please explain:	our ability to wo		s No	noncompetition agreement)
Answering "yes" to the following the offense, seriousness and nat Note: You are not obligated juvenile records of conviction Have you ever pleaded "guil No If yes, please provide date(s)	ure of the violation of violat	on, rehabilitation and positivated or expunged reco	tion applied for wards of conviction	rill be taken into account. on or arrest or expunged
11 yes, prouse provide dute(b)				

EMPLOYMENT EXPERIENCE

Place an 🖁 by the employer(s) you DO NOT want us to contact. List your most recent employer first.

Employer	
Contact Name	E Mail:
Address	Phone ()
Job Title	Supervisor
Dates Employed: from (mm/yy) to (mm/yy)	<u>/</u>
Hourly rate/salary: starting/ to/	
Work performed	
Reason for leaving	
Employer	
Contact Name	E Mail:
Address	Phone ()
Job Title	Supervisor
Dates Employed:, from (mm/yy) to (mm/yy)	<u>/</u>
Hourly rate/salary: starting/ to/	
Work performed	
Reason for leaving	<u> </u>
Employer	
Contact Name	E Mail:
Address	Phone ()
Job Title	Supervisor
Dates Employed: from (mm/yy) to (mm/yy)	<u>/</u>
Hourly rate/salary: starting/ to/	
Work performed	
Reason for leaving	
Explain any gaps in your employment, other than those due to personal	l illness, injury or disability.
Have you ever been fired or asked to resign from a job? Yes No. If yes, please explain	0
11 yes, picase explain	

EDUCATIO	N BACKGROU	IND					
High School:				Loc	ation	Da	te
Course of Study_		Did you	graduate?	Yes	No Degree	e or Dipl	oma
College:				Loc	cation	D	ate
Course of Study_		Did you	graduate?	Yes	No Degree	or Diplo	oma
Graduate Schoo	l:			Loc	cation		Date
Course of Study		Did you	graduate?	Yes	No Degree	or Diplo	oma
Vocational Train	ning/Other			Lo	cation		Date
Course of Study		Did you	graduate?	Yes	No Degree	or Diplo	oma
	cation						
REFERENCE List names and to supervisors. If no	elephone numbers of ot application, list thro	three business/work	references v	who are who are	not related to	o you an	d are not previous
Name	Title	Relationship to	Telephon Number	e	E-mail Ad	dress	Years Known
					<u> </u>		

ANTI-DISCRIMINATION CLAUSE

The Village of Forest View does not tolerate unlawful discrimination or harassment based on sex, race, color, religion, national origin, citizenship, age, disability or any other protected status under applicable federal, state or local laws. No question on this application is used to limit or exclude an applicant from employment consideration. Harassment of our employees is strictly prohibited, whether it is committed by a manager, coworker, subordinate or non-employee (such as a vendor or resident). Examples of prohibited harassment include, but are not limited to, unwelcome physical contact, comments, jokes, or epithets, threats, insults, name-calling, offensive gestures, negative stereotyping, possession or display of derogatory pictures or other graphic materials, and any other words or conduct that demean, stigmatize, intimidate, or single out a person because of his/her membership in a protected category. The Village takes all complaints of harassment seriously, and each will be investigated promptly and thoroughly. The Village of Forest View does not discriminate in hiring, training, compensation, benefits, promotion, transfer, demotion, layoff, discipline, or discharge because of an individual's race, color, creed, ancestry, religion, sex, sexual orientation, national origin, mental or physical disability, age, military status, or any other status protected by law. It is our policy to employ, promote and transfer those individuals who possess the required skills, education, experience and qualifications for each position.

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SOCIAL SECURITY NUMBER
SS # The Village of Forest View will follow the Identity Protection Policy approved by the Village Board. The social security number is required for employment purposes only.
APPLICANT STATEMENT
I certify that all the information submitted by me on this application is true and complete, and I understand that if any false or misleading information, omissions or misrepresentations are discovered, my application may be rejected, and if I am employed, my employment may be terminated at any time.
If hired, I agree to conform to the Village's rules and regulations, and I understand these rules and/or employee handbook do not form a contract of employment either express or implied, and I agree that my employment and compensation can be terminated, with or without cause and with or without notice, at any time, at either my or the Village's option. This clause does not apply to positions protected under the police and fire commission rules and regulations.
I also understand and agree that the terms and conditions of my employment may be changed, with or without cause and with or without notice, at any time by the Village. I understand that no Village representative, other than the Village Board of Trustees, and then only when in writing and signed by the appropriate village representative has any authority to enter into any agreement for employment for any specific period of time, or make any agreement contrary to the forgoing.
I expressly authorize, without reservation, the employer, its representatives, employees or agents to contact and obtain information from all references (personal and professional) employers, public agencies, licensing authorities and education institutions and to otherwise verify the accuracy of all information provided by me in this application; resume, or job interview. I hereby waive any and all rights and claims I may have regarding the employer, its agents, employees or representatives for seeking, gather and using truthful and nondefamatory information, in a lawful manner, in the employment process and all other persons, corporations or organizations for furnishing such information about me.

I understand that this application remains current for only 90 days. At the conclusion of that time, if I have not heard from the employer and still wish to be considered for employment, it will be necessary for me to reapply.

Date_

Applicants Signature_

FOR OFFICE USE ONLY

Interview Results:	inter	Interviewer			
Test Results:					
Tests					
Administered:					
Reference Check Re	esults:				
Reference Name	Date Contacted	Contacted By:			
Attachments: Resume Test Results	Applicants Interview Notes Background Check	Applicant Reference Notes Drivers License Check			