



1545 Rt. 34  
 Oswego, IL 60561  
 630-375-9801/Fax 630-375-9802

Name \_\_\_\_\_ Date of Application \_\_\_\_\_  
 LAST MIDDLE FIRST  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
 Email Address \_\_\_\_\_ Soc. Sec # \_\_\_\_\_  
 Cell Phone \_\_\_\_\_ Home Phone \_\_\_\_\_

**1. GENERAL INFORMATION:**

Are you able to perform the essential job functions of the position for which you are applying with or without reasonable accommodation? YES  NO

Have you been convicted of any felonies other than minor traffic violations during the past seven years? (A criminal record or a conviction will not automatically bar employment, but will be considered only as it reasonably relates to the position for which you are applying.) YES  NO

If yes explain: \_\_\_\_\_

**2. EDUCATION & TRAINING:**

Circle last grade completed - Grade 1 2 3 4 5 6 7 8 9 10 11 12 College 1 2 3 4 Masters \_\_\_\_\_ Doctorate \_\_\_\_\_

Name & Address of School	Major	Graduated	G.P.A
High School Attended:			
College or University			
College or University			
Other School (Technical, Vocational, Graduate, etc.)			

List any scholarships, academic honors, awards or special achievements:

**3. SKILLS Please list any skills you have that are appropriate for the position you are applying for:**

If required, will you work?

Rotating Shift	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
Saturdays	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
Sundays	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
Holidays	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
Overtime	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>

Position applying for, be specific: \_\_\_\_\_ Salary Requirements: \_\_\_\_\_ \$/hr.

State fully why you believe you are qualified for this position:

INTERESTS / ACCOMPLISHMENTS: You may wish to list significant experience, interests & accomplishments gained while working as a volunteer or as a hobbyist that may be useful in the position(s) you are seeking. Names/organizations need not be mentioned.

DO YOU PARTICIPATE FOR ANY SPORTS TEAM? State the sport and list schedule.

## EMPLOYMENT HISTORY

Starting with your PRESENT or MOST RECENT EMPLOYER list in consecutive order ALL EMPLOYMENT for at least the past 3 employers.

If currently employed, may we contact your employer?

YES

NO

### PRESENT OR MOST RECENT EMPLOYER

FULL NAME OF COMPANY		(AREA CODE) TELEPHONE	SALARY	EMPLOYED	
				FROM	TO
STREET ADDRESS		CITY	STATE	ZIP CODE	
NAME & TITLE OF SUPERVISOR		TITLE OF YOUR POSITION			

LIST JOBS HELD, DUTIES PERFORMED, SKILLS USED, & PROMOTIONS WHILE EMPLOYED AT THIS COMPANY:

FULL NAME OF COMPANY		(AREA CODE) TELEPHONE	SALARY	EMPLOYED	
				FROM	TO
STREET ADDRESS		CITY	STATE	ZIP CODE	
NAME & TITLE OF SUPERVISOR		TITLE OF YOUR POSITION			

LIST JOBS HELD, DUTIES PERFORMED, SKILLS USED, & PROMOTIONS WHILE EMPLOYED AT THIS COMPANY:

FULL NAME OF COMPANY		(AREA CODE) TELEPHONE	SALARY	EMPLOYED	
				FROM	TO
STREET ADDRESS		CITY	STATE	ZIP CODE	
NAME & TITLE OF SUPERVISOR		TITLE OF YOUR POSITION			

LIST JOBS HELD, DUTIES PERFORMED, SKILLS USED, & PROMOTIONS WHILE EMPLOYED AT THIS COMPANY:

READ CAREFULLY: I certify that the information contained in this application is correct to the best of my knowledge and understand that any misstatement or omission of information may result in denial of employment or discharge. I authorize the references listed above to give you any and all information concerning my previous employment and any pertinent information they have, personal or otherwise and release all parties from all liability for any damage that may result from furnishing same to you.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

We are an Equal Opportunity Employer and fully subscribe to the principles of Equal Employment Opportunity. Applicants and/or employees are considered for hire, promotion and job status, without regard to race, color, religion, creed, sex, marital status, national origin, age physical or mental disability.