

Village of Golf Employment Application

In Sections I and II below, answer all questions under those sections unless there is a check in the box next to the title of the section.

Section I. **LICENSES**

SECURITY LICENSES

WATER DEPARTMENT LICENSES

Please list licenses held: _____

List special courses, schooling or other skills that would assist in performing the job _____

Section II. **EDUCATION**

	Name	City/State	Diploma or Degree	Major
High School				
College				
Business				
Other				

FORMER EMPLOYERS: LIST BELOW LAST THREE EMPLOYERS STARTING WITH THE LAST FIRST.

DATE MONTH/YEAR	NAME AND ADDRESS OF EMPLOYER	SALARY	POSITION	REASON FOR LEAVING
FROM				
TO				
FROM				
TO				
FROM				
TO				

Have you ever been suspended or discharged from employment? Yes No

If yes, please explain _____

REFERENCES: GIVE BELOW THE NAMES OF THREE PERSONS NOT RELATED TO YOU WHOM YOU HAVE KNOWN AT LEAST ONE YEAR.

NAME	ADDRESS	TELEPHONE NUMBER

EMERGENCY CONTACT INFORMATION: GIVE BELOW THE NAME OF THE PERSON YOU WANT CONTACTED IN CASE OF EMERGENCY (if possible give more than 1 phone number)

NAME	ADDRESS	PHONE NUMBER'S	RELATIONSHIP

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I agree the facts set forth above are true and complete. I hereby authorize investigation of all statements contained in this application and full disclosure of my present and prior work record. I grant permission to the Village to obtain information concerning my general reputation, character, conduct and work quality and authorize any person or organization contacted to furnish information and opinions concerning my qualifications for employment, whether same is a matter of record or not, including personal evaluation of my honesty, reliability, carefulness and ability to take orders from my superiors. I understand that this may include a record of disciplinary action assessed by previous employers. I hereby release any such person or organization from any and all liability, which may result in furnishing such information or opinion. I hereby release the Village and any person, organization or prior employer from any obligation to provide me with written notification of such disclosure. I understand that employment is contingent upon this investigation, and if employed, false statements in this application shall be considered sufficient cause for dismissal. I understand and agree that if, in the opinion of the Village, the results of the investigation are unsatisfactory, that an offer of employment that has been made may be withdrawn or my employment with the Village may be terminated.

I agree that this application is not an offer of employment. I agree that if I am employed by the Village of Golf (1) that my employment is at will and may be terminated at any time, with or without notice and with or without cause at the option of either the Village or myself; (2) that I will receive wages and benefits and be subject to rules and regulations and that such wages, benefits, rules and regulations are subject to change by the Village at any time with or without notice to me.

THE VILLAGE OF GOLF IS A DRUG-FREE WORKPLACE.

I have read, understand and agree to the above statements and conditions of employment.

Date: _____

Signature: _____

FOR OFFICE USE ONLY – DO NOT WRITE IN THIS SPACE
