

Do you have any relatives employed by the Village, if yes please list:

Education: Years of school successfully completed: _____

Education History:

Type of School	Name & Address	How Many Years Attended?	Graduated Yes or No	Course/ Major
High School				
College				
Post Graduate				
Business/Trade				
Other				

Employment History

May we contact your present employer? Yes ___ No ___

Employer's Name & Address	Start & Leave Date	Job Title & Work Description	Reason for Leaving	Supervisor's Name, Title & Phone #
	From:			
	To:			
	From:			
	To:			
	From:			
	To:			

If you have served in the armed forces, provide the following information: (Please note that an unfavorable discharge is not an absolute bar from employment and other factors will affect the employment decision to hire or not to hire).

Branch of Service: _____ From: _____ To: _____

Type of Discharge (Please select one): Honorable _____ Dishonorable _____

Rank at Discharge: _____

Specialist schools, and commendations received in the military, if yes, please list: _____

Present Military Affiliation: None _____ Inactive Reserves _____ Active Reserves _____

Special Skills:

To be completed by applicants for office/ clerical positions:		To be complete by applicants for Public Works position:	
Typing	Words per minute	Type of tools/machines/vehicles operated	Years Experience
Computer Skills			

List any experiences, skills, or qualifications that you believe would especially fit you for work for the Village (example: additional language(s) spoken):? _____

References:

Name & Address	Home or Cell Phone	Occupation & Work Address Please Indicate Relationship	Work Phone

Have you ever been bonded? ____ If yes, on what jobs: _____

READ THE FOLLOWING PARAGRAPH CAREFULLY BEFORE SIGNING THIS APPLICATION

I certify that all answers to questions on this application are true and I understand that they may be verified, and any misstatement of material fact will cause forfeiture of right of employment.

Signature of Applicant

We would appreciate knowing how you heard about this position:

Village of Libertyville website _____ Friend _____ Other _____
(Specify)

For office use only	Date Employed: _____
	Department: _____
	Salary: _____
	Position: _____