



EDUCATION:      NAME                      YEARS                      SUBJECTS  
                         OF SCHOOL                      ATTENDED                      GRADUATED?                      STUDIED

HIGH SCHOOL \_\_\_\_\_

COLLEGE \_\_\_\_\_

TRADE SCHOOL \_\_\_\_\_

GRADUATE SCHOOL \_\_\_\_\_

FORMER EMPLOYERS:                      (MOST RECENT EMPLOYER FIRST)

DATE:                      NAME, ADDRESS AND                      REASON FOR  
MONTH/YEAR                      PHONE OF EMPLOYER                      POSITION                      LEAVING

From: \_\_\_\_\_

To: \_\_\_\_\_

From: \_\_\_\_\_

To: \_\_\_\_\_

From: \_\_\_\_\_

To: \_\_\_\_\_

From: \_\_\_\_\_

To: \_\_\_\_\_

WHICH OF THESE EMPLOYERS CAN WE CONTACT FOR A REFERENCE REGARDING YOUR JOB PERFORMANCE? \_\_\_\_\_

SPECIAL SKILLS:

Summarize any special skills or qualifications that you acquired through employment or other experience that are applicable to the job that you are applying for:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I CERTIFY THAT ALL FACTS CONTAINED IN THIS APPLICATION ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE. I UNDERSTAND THAT OMISSION OR MISREPRESENTATION OF FACTS MAY BE GROUNDS FOR REJECTION OF THIS APPLICATION OR FOR DISMISSAL FROM EMPLOYMENT IF SUBSEQUENTLY DISCOVERED.

I AUTHORIZE INVESTIGATION OF ALL STATEMENTS CONTAINED HEREIN AND OF THE REFERENCES LISTED ABOVE TO GIVE YOU ANY AND ALL INFORMATION CONCERNING MY PREVIOUS EMPLOYMENT AND ANY PERTINENT INFORMATION, PERSONAL OR OTHERWISE. I RELEASE ALL PARTIES FROM ALL LIABILITY FOR ANY DAMAGE THAT MAY RESULT FROM FURNISHING SAME TO YOU.

I UNDERSTAND AND AGREE THAT, IF HIRED, MY EMPLOYMENT IS FOR NO DEFINITE PERIOD, AND REGARDLESS OF THE DATE OF PAYMENT OF MY WAGES OR SALARY, I MAY BE TERMINATED AT ANY TIME WITH OR WITHOUT CAUSE OR PRIOR NOTICE. I FURTHER UNDERSTAND THAT ONLY THE EMPLOYER'S BOARD PRESIDENT OR ANOTHER PERSON SPECIFICALLY DESIGNATED BY THE EMPLOYER'S BOARD PRESIDENT HAS THE AUTHORITY TO CREATE OR ENTER INTO ANY EMPLOYMENT AGREEMENT ON BEHALF OF THE EMPLOYER.

IN CONSIDERATION OF MY EMPLOYMENT, I AGREE TO COMPLY WITH ALL CURRENT AND FUTURE RULES, REGULATIONS, AND EMPLOYMENT POLICIES OF THE EMPLOYER.

DATE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

PRINTED NAME: \_\_\_\_\_

\*Please note that all potential employees will be subject to a criminal background check prior to being hired by the Bridgeview Public Library. The Library will contact you for additional information if necessary.