



# PARKLANDS FOUNDATION

Employment Application

| APPLICANT INFORMATION   |  |  |  |
|---|--|--|--|
| Last Name   |  | First  | M.I.      Date   |
| Street Address  |  |  | Apartment/Unit #   |
| City  |  | State  | ZIP  |
| Phone   |  | E-mail Address   |  |
| Date Available  |  | Position Applied for                                     |  |
| Driver's License Number:  |  |  | Date of Birth:   |
| Are you a citizen of the United States?   |  | YES <input type="checkbox"/> NO <input type="checkbox"/> | If no, are you authorized to work in the U.S.?      YES <input type="checkbox"/> NO <input type="checkbox"/> |
| Do you give authorization for ParkLands Foundation to perform a background check on you if selected for an interview?      YES <input type="checkbox"/> NO <input type="checkbox"/> |  |  |  |

| EDUCATION   |    |                   |  |        |
|-------------|----|-------------------|--|--------|
| High School |    | Address           |  |        |
| From        | To | Did you graduate? | YES <input type="checkbox"/> NO <input type="checkbox"/> | Degree |
| College     |    | Address           |  |        |
| From        | To | Did you graduate? | YES <input type="checkbox"/> NO <input type="checkbox"/> | Degree |
| Other       |    | Address           |  |        |
| From        | To | Did you graduate? | YES <input type="checkbox"/> NO <input type="checkbox"/> | Degree |

| REFERENCES  |                |
|---|----------------|
| <i>Please list three professional references.</i> |                |
| Full Name   | Relationship   |
| Company   | Phone (      ) |
| Address   |                |
| Full Name   | Relationship   |
| Company   | Phone (      ) |
| Address   |                |
| Full Name   | Relationship   |
| Company   | Phone (      ) |
| Address   |                |

| <b>PREVIOUS EMPLOYMENT</b>  |                    |                    |  |
|---|--------------------|--------------------|--|
| Company   |                    | Phone ( )          |  |
| Address   |                    | Supervisor         |  |
| Job Title   | Starting Salary \$ | Ending Salary \$   |  |
| Responsibilities  |                    |                    |  |
| From  | To                 | Reason for Leaving |  |
| May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/> |                    |                    |  |
| Company   |                    | Phone ( )          |  |
| Address   |                    | Supervisor         |  |
| Job Title   | Starting Salary \$ | Ending Salary \$   |  |
| Responsibilities  |                    |                    |  |
| From  | To                 | Reason for Leaving |  |
| May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/> |                    |                    |  |
| Company   |                    | Phone ( )          |  |
| Address   |                    | Supervisor         |  |
| Job Title   | Starting Salary \$ | Ending Salary \$   |  |
| Responsibilities  |                    |                    |  |
| From  | To                 | Reason for Leaving |  |
| May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/> |                    |                    |  |

| <b>RELEVANT SKILLS</b>   |
|--|
| Please list technical skills, clerical skills, trade skills, etc., relevant to this position. Include relevant computer systems and software packages of which you have a working knowledge, and note your level of proficiency (basic, intermediate, expert): |
|  |
|  |
|  |
|  |
| <b>DISCLAIMER AND SIGNATURE</b>  |
| I certify that my answers are true and complete to the best of my knowledge.   |
| If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.  |
| Signature _____ Date _____   |

Return completed form to: Michael Brown, 202 W College Avenue, Normal, IL 61761 or mbrown@ecologyactioncenter.org by April 1, 2019.