

# Application for Employment at Fox Valley Special Recreation Association



2121 West Indian Trail, Aurora, Illinois 60506 / Phone: 630.907.1114 / Fax: 630.907.1116 / www.fvsra.org

**Please Print**

Date of Application: \_\_\_\_\_  
 Applying for (check one):            General Programs/Driver            Inclusion Companion            Summer Day Camp

---

Last Name: \_\_\_\_\_                      First Name: \_\_\_\_\_                      Middle Initial: \_\_\_\_\_

---

Address: \_\_\_\_\_                      City: \_\_\_\_\_                      State: \_\_\_\_\_                      Zip: \_\_\_\_\_

---

School Address (if applicable): \_\_\_\_\_

---

Email Address: \_\_\_\_\_

---

Phone Numbers:

Home: \_\_\_\_\_                      Cell: \_\_\_\_\_                      Work: \_\_\_\_\_

Summer: \_\_\_\_\_                      School: \_\_\_\_\_

If you are under the age of 16, can you provide required proof of eligibility to work?                      YES \_\_\_\_\_ NO \_\_\_\_\_

Have you ever filed an application or been employed with us before?                      YES \_\_\_\_\_ NO \_\_\_\_\_

Are you currently employed?                      YES \_\_\_\_\_ NO \_\_\_\_\_

Are you currently on "lay-off" status and subject to recall?                      YES \_\_\_\_\_ NO \_\_\_\_\_

Do you hold any special certificates that would make you uniquely qualified for this job? (example: CPR, First Aid, WSI, NCTRC)  
 Please list: \_\_\_\_\_

*Driver Applicants only:*  
 If driving is an essential function of the job, do you hold a driver's license?                      YES \_\_\_\_\_ NO \_\_\_\_\_  
 If you answered "YES" to the above question, please provide:  
 Driver's License Information:            State \_\_\_\_\_                      Number \_\_\_\_\_

Date you are available to start work? \_\_\_\_\_                      Desired Salary/wage: \_\_\_\_\_

Fox Valley Special Recreation Association (FVSRA) is required by state statute (70 ILCS 1205/8-23) to obtain criminal conviction information concerning applicants offered employment, and shall perform a criminal background check for applicants for all positions, including the position for which you have applied. Applicants should not disclose sealed or expunged records of arrests or convictions. Conviction of offenses enumerated in subsection (c) of said statute shall automatically disqualify the applicant from consideration for working for the district. All other convictions shall not automatically disqualify the applicant from consideration, but rather, the conviction will be considered in relationship to the specific job.

Have you ever been convicted of a felony?                      YES \_\_\_\_\_ NO \_\_\_\_\_  
 Have you been convicted of a misdemeanor involving dishonesty, criminal sexual conduct, assault or battery or any criminal drug statute?                      YES \_\_\_\_\_ NO \_\_\_\_\_

**Indicate your availability:**

SEASON	WEEKDAYS?	DAYS OR EVENINGS?	WEEKENDS?	DAYS OR EVENINGS?
Winter				
Spring				
Summer				
Fall				

Employer: _____ Address: _____ City : _____ State: _____ Zip: _____ Telephone Number: _____ Dates Employed: From: _____ To: _____ Job Title: _____ Hourly Rate/Salary: Starting: _____ Final: _____ May we contact this organization? YES _____ NO _____ Supervisor: _____	Work Performed:
Employer: _____ Address: _____ City : _____ State: _____ Zip: _____ Telephone Number: _____ Dates Employed: From: _____ To: _____ Job Title: _____ Hourly Rate/Salary: Starting: _____ Final: _____ May we contact this organization? YES _____ NO _____ Supervisor: _____	Work Performed:
Employer: _____ Address: _____ City : _____ State: _____ Zip: _____ Telephone Number: _____ Dates Employed: From: _____ To: _____ Job Title: _____ Hourly Rate/Salary: Starting: _____ Final: _____ May we contact this organization? YES _____ NO _____ Supervisor: _____	Work Performed:
Please explain any gaps in employment: _____ _____ _____ _____	

Reason for Leaving:

Reason for Leaving:

Reason for Leaving:

## Education:

	Elementary School	High School	College/University	Post Graduate
School Name and Location				
Years Completed				
Diploma received?				

## References:

**Give references who are not previous employers and who are not related to you**

NAME:	ADDRESS:	PHONE NUMBER:
1.		
2.		
3.		

## Applicant Statement:

I certify that answers given herein are true and complete to the best of my knowledge.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

This application for employment shall be considered active for a period of time not to exceed 45 days. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the employee may resign at any time and the employer may discharge employees at any time with or without a cause. I additionally understand and acknowledge that acceptance of an offer of employment does not create a contractual obligation upon FVSRA to continue to employ me in the future. The length of my employment is not guaranteed. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization.

In the event of employment, I understand that false or misleading information given in my application or interview may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the employer. I understand that if I am hired, I will be required to provide proof of identity and information for compliance with the Immigration Reform and Control Act.

Fox Valley Special Recreation Association (FVSRA) is required by state statute (70 ILCS 1205/8-23) to obtain criminal conviction information concerning applicants offered employment, and shall perform a criminal background check for applicants for all positions, including the position for which I have applied. Conviction of offenses enumerated in subsection (c) of said statute shall automatically disqualify the applicant from consideration for working in the district. All other convictions shall not automatically disqualify the applicant from consideration, but rather, the conviction will be considered in relationship to the specific job. Applicants should not disclose sealed or expunged records of arrests or conviction.

SIGNATURE OF APPLICANT: \_\_\_\_\_

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