



City of Mascoutah
 EMS Division
 3 West Main Street
 Mascoutah, IL 62258-2030
 (618) 566-2978 x115; Fax: (618) 566-4262



Application For
Employment

Equal
Opportunity
Employer

Personal Information: **DOB:** _____ **DL #** _____ **Date:** _____

Name (Last Name First)		Social Security No. — —	
Present Address	City	State	Zip Code
Email:			
Phone No. ()	()	Referred By	

Employment Desired

Position	Date You Can Start	Salary Desired
Are You Currently Employed? <input type="checkbox"/> YES <input type="checkbox"/> NO	If so, may we inquire of your present employer?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Have you ever been employed by the City of Mascoutah? If so, what position?		<input type="checkbox"/> YES <input type="checkbox"/> NO

Education History

Name & Location of School	Year Attended	Did you graduate?	Subjects Studied
High School			
College			
Trade, business or Correspondence School			

Special Skills and Qualifications

Summarize special job-related skills and qualifications acquired from employment or other experience.

U.S. Military Service	Rank

Former Employers (List last four employers; start with your present or last employer.)

Employer	Dates Employed		Work Performed
	From	To	
Address			
Phone Number	Hourly Rate/Salary		
	Starting	Final	
Job Title	Supervisor		
Reason for Leaving			

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		From	To	
Address				
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Phone Number		Hourly Rate/Salary		
		Starting	Final	
Job Title	Supervisor			
Reason for Leaving				

References Give below the names of three persons not related to you, whom you have known at least one year.

Name	Address	Phone No.	Business

AUTHORIZATION

"I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that, if employed, falsified statements on this application shall be grounds for dismissal.

I authorize investigation of all statements contained herein and the references and employers listed above to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release the company from all liability for any damage that may result from utilization of such information.

I also understand and agree that no representative of the company has any authority to enter into any agreement for employment for any specified period of time, or to make any agreement contrary to the foregoing, unless it is in writing and signed by an authorized company representative.

By signing this application I am giving my consent for a pre-employment drug screening test and criminal background check (excluding expunged juvenile records).

This waiver does not permit the release or use of disability-related or medical information in a manner prohibited by the Americans with Disabilities Act (ADA) and other relevant federal and state laws.

DATE _____

SIGNATURE _____

MASCOUTAH DEPARTMENT OF PUBLIC SAFETY

AUTHORIZATION FOR RELEASE OF INFORMATION

Last Name	First Name	Middle Name
Date of Birth	Social Security Number	Date Application Submitted

I, _____ (print full name), hereby certify that all statements made on or in connection with this application are true and complete to the best of my knowledge. I understand and agree that any misstatements or omissions of material facts may cause forfeiture on my part of all rights to initial employment by the City of Mascoutah.

The intent of this authorization is to make available a full and complete disclosure of any and all information pertaining to my person; therefore, I do hereby authorize all present or past employers, all law enforcement agencies, all military agencies, the Veterans Administration, the U.S. Army, U.S. Navy, U.S. Air Force, U.S. Coast Guard, the Marine Corps, all Federal, State, or local government agencies, credit bureaus, school and universities, hospitals and medical personnel to furnish the Mascoutah Police Department, with any and all available information regarding my past or present performance, conduct or behavior. In addition, I authorize the Mascoutah Police Department to conduct a complete and thorough criminal history inquiry on me through all means available to the agency. I further authorize the release of any punitive or disciplinary action, or memorandum, to the Mascoutah Police Department in order for the information to be evaluated to assist in the determination of my suitability for the position for which I am applying.

I reiterate and emphasize that the intent of this authorization is to provide full and free access to the background and history of my personal and business life for the specific purpose of conducting a pre-employment background investigation.

I authorize the Mascoutah Police Department to make an inquiry and gather any documents of my present and past employers regarding my character, integrity, reputation, and performance.

I authorize the release of any and all of the aforementioned information regarding my person, employment, credit, criminal history, or any other aspect, whether personal or otherwise, that may or may not be in their written records.

I understand that all materials pertaining to this background investigation become the property of the Mascoutah Police Department and will not be made available or returned to me.

I agree to indemnify and hold harmless the person(s) to whom this request is presented, along with the company or organization therein from any and all claims, damages, losses and expenses, including reasonable attorney's fees arising out of complying with this request.

I understand that in the event my application is disapproved, the sources of information obtained are confidential and cannot be revealed to me.

A photo static or XEROX copy of this authorization will be considered as effective and valid as the original, even though the copy does not contain an original writing of my signature.

Signature of Applicant: _____ Date: _____

Address, City, State, and zip code of Applicant: _____
