

This Application for Independent Golf Instructor shall be considered active for 45 days

The Des Plaines Park District is an Equal Opportunity Employer and does not discriminate on the basis of race, color, religion, sex, national origin, age, ancestry, marital status, unfavorable discharge from the military, handicap, disability, or any other legally protected status, all in accordance with applicable law.

General Information (please print)

Today's Date: ____ / ____ / ____

Position(s) Applied For: _____

Name: _____
(last) (first) (middle initial)

Address: _____
(street) (city) (state) (zip code)

Daytime Phone: (____) _____ Evening Phone: (____) _____

Social Security Number: _____

E-mail Address: _____

Emergency Contact: _____
(Name) (Relationship) (Phone)

Hours interested in teaching (please enter the times during the day you wish to teach below):

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
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From _____

To _____

On what date do you wish to begin instruction? ____ / ____ / ____

Have you ever filed an Instructor application with us before? Yes No

If yes, give date: ____ / ____ / ____

Have you ever been an instructor with us before? Yes No

If yes, give dates: From ____ / ____ / ____ To ____ / ____ / ____

Position most recently held: _____

Are you currently teaching lessons? Yes No

If yes, may we contact your present employer? Yes No

Where are you currently teaching? _____

How many students do you currently teach? _____

What is your current fee schedule?

Do you hold any special licenses or certifications, which would make you uniquely, qualified this job? Yes No

If yes, please list the licenses or certification numbers and expiration dates below:

_____/_____/_____
_____/_____/_____

Have you ever been convicted of a felony?

Yes ___

No ___

If Yes, please explain:

Note: The Des Plaines Park District is required by state statute (70 ILCS 1205/8-23) to obtain criminal conviction information concerning applicants, and will perform a criminal background check for applicants for all positions, including the position for which you have applied. Conviction of offenses stated in subsection (c) of said statute will automatically disqualify the applicant from consideration for working for the Park District. All other convictions shall be considered in relationship to the specific job applied for. Applicants are not required to disclose any sealed or expunged convictions.

Educational Background

	High School	Junior College or Technical School	College or University
School Name and City			
Number of years completed			
Diploma/Degree & Course Study			

Educational, Professional and Other Activities

Complete the following section with the appropriate information. Exclude those activities that indicate race, color, religion, sex, national origin, age, ancestry, marital status, unfavorable discharge from the military, physical or mental handicap or disability unrelated to job requirements, or any other legally protected status.

Describe any specialized training, apprenticeships, or extra-curricular activities completed or honors received:

Summarize your special job-related skills and qualifications from your educational, professional, business, civic and/or other experiences:

Instruction History

Start with your present or last job. Include any job-related military service assignments and volunteer activities. Exclude those activities which indicate race, color, religion, sex, national origin, age, ancestry, marital status, unfavorable discharge from the military, physical or mental handicap or disability unrelated to job requirements, or any other legally protected status.

Employer _____ Address _____
Telephone (____) _____ Dates Employed _____ to _____ Immediate Supervisor _____
Job Title _____ Starting Hourly Rate/Salary \$ _____ Final Hourly Rate/Salary \$ _____
Work Performed _____
Reason for Leaving _____ May We Contact This Employer? __Yes __ No

Employer _____ Address _____
Telephone (____) _____ Dates Employed _____ to _____ Immediate Supervisor _____
Job Title _____ Starting Hourly Rate/Salary \$ _____ Final Hourly Rate/Salary \$ _____
Work Performed _____
Reason for Leaving _____ May We Contact This Employer? __Yes __ No

Employer _____ Address _____
Telephone (____) _____ Dates Employed _____ to _____ Immediate Supervisor _____
Job Title _____ Starting Hourly Rate/Salary \$ _____ Final Hourly Rate/Salary \$ _____
Work Performed _____
Reason for Leaving _____ May We Contact This Employer? __Yes __ No

Please explain any gaps in instruction:

Personal References

Please give us the names, addresses and telephone numbers of three references who are not related to you and who are not previous employers:

Name Street Address, City, State and Zip Code

1 _____

2 _____

3 _____

Daytime and Evening Telephone Numbers

Day _____ Eve _____

Day _____ Eve _____

Day _____ Eve _____

Please read the following information carefully and completely

I certify that all the information submitted by me on this application is true and complete, and I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision and hereby release and waive any such claim against the Park District which may allegedly arise from such investigation. I further understand that if any false information, omissions or misrepresentations are either contained in my application or given during an interview and are discovered, my application may be rejected and if I am employed, my employment may be terminated at any time. In consideration of my employment, I agree to conform to the Park District's rules and regulations, and I agree that my employment is "at-will" and my employment and compensation can be terminated, with or without cause, and with or without notice, at any time, at either my or the Park District's option. I also understand and agree that the terms and conditions of my employment may be changed, with or without cause, and with or without notice at any time by the Park District.

Signature of Applicant

Date