

Village of Gifford, Illinois Employment Application

Application for employment for the Village of Gifford, Gifford, Il. 61847

Requirements needed to apply; High School diploma or GED, valid Illinois drivers license, no felony convictions, must be able to lift 50 pounds. 90 day probation period for this position.

Last Name _____ First Name _____ M.I. _____

Address _____ City _____ State _____

Home Phone _____ Cell Phone _____ Email _____

Current Occupation _____ # of years there _____

Name of Present/most recent employer _____

Address _____ Phone # _____

Duties/Responsibilities _____ May we contact _____

Education: Name of High School _____ diploma Yes _____ No _____

Name of College or University _____ Degree Yes _____ No _____

What is your drivers license classification _____ Ever been suspended/revoked _____

Do you have a CDL _____ Any other experience to list _____

If selected, are you willing to submit to pre-employment drug screen and fingerprints Yes _____ No _____

If selected, you will be required to submit to a Pre-employment Physical prior to being hired.

I certify that all the information provided is true and accurate. If any information is found to be false or misleading on the application or during the interview, it could result in being discharged.

Signature _____ Date _____

Personal information on this form is collected under the Freedom of Information Act and will be used to determine eligibility for employment for the Village of Gifford, 2296 CR 3000N, 217-568-7256.

Duties for Village of Gifford laborer under the supervision of the Water/Sewer superintendent will include the following; may be expanded by the Village of Gifford board at any time

Mowing as directed by the Water/Sewer superintendent

School Crossing Guard, morning and afternoon

Cleaning of Village of Gifford drain areas for effective drainage

Assist on construction projects as needed/directed by water/sewer superintendent

Cleaning and maintaining of Village of Gifford owned equipment as needed

Cleaning and maintaining of Village of Gifford owned property as needed

Assisting with water/sewer emergencies as needed

Assisting with the operation of Water and Sewer plant as per Water/Sewer superintendent

Assisting with snowplow operations as needed and directed by Water/Sewer superintendent

Assisting with any drainage issues, cleaning out tile, catch basins, ditch work as directed

Assist with the maintenance of Village of Gifford streets and alleys

Other duties may be added by supervisor, Village President or Village Board at any time