



APPLICATION FOR EMPLOYMENT West Central Consolidated Communications

2359 S. DesPlaines Road, North Riverside, Illinois 60546 - 708-762-5413

All statements by applicants for employment on this application form will be checked for accuracy. It is the policy of West Central Consolidated Communications (WC3) to offer equal employment opportunities to all persons without regard to race, color, religion, age, marital or veteran's status, sex, national origin, disability or any other legally protected status. Applicants are not obligated to disclose criminal history information ordered expunged, sealed or impounded.

GENERAL INFORMATION

Date: _____ Position Applying for: _____

Date Available to start: _____ E-mail address: _____

Last Name: _____ First Name: _____

Home Phone # _____ Alternate Phone # _____

Present Permanent Address: _____

City: _____ State: _____ Zip Code: _____ County: _____

Driver's License Number: _____ State: _____ Class: _____ Expires: _____

Is this license currently valid? _____ Yes _____ No

Do you have at least 18 months of experience in a State,
County, or Municipal 911 center? _____ Yes _____ No

Are you legally eligible for employment in the United States? _____ Yes _____ No

Have you been previously employed by West Central Consolidated Communications?

_____ Yes _____ No

If yes, when? _____ What position? _____

Do any of your friends or relatives work for WC3? _____ Yes _____ No

How did you learn about this opening? _____ Newspaper _____ Website

_____ Employee _____ School Name of referral source: _____

EDUCATIONAL INFORMATION

Type of School	Name of School	Major	Indicate Last Year Completed	Degree Earned? Indicate Degree
High School			9 10 11 12	Yes No
College/University			1 2 3 4	Yes No
College/University			1 2 3 4	Yes No
Graduate			1 2 3 4	Yes No
Technical/Business/Trade School			1 2 3 4	Yes No
Other			1 2 3 4	Yes No

If you are not a High School graduate, have you passed the GED? _____ Yes _____ No

Summarize special skills and other qualifications acquired from past employment or other experience:



EMPLOYMENT HISTORY

Please begin with your current or most recent employer and provide all information requested. Please do not write, "see resume".

May WC3 contact your current employer? _____ Yes _____ No

Employer: _____ Phone # _____

Address: _____ City: _____ State: _____ Zip: _____

Dates of Employment: _____ Reason for leaving: _____

Title: _____ Supervisor's Name: _____

Hours per week: _____

Duties: _____

Employer: _____ Phone # _____

Address: _____ City: _____ State: _____ Zip: _____

Dates of Employment: _____ Reason for leaving: _____

Title: _____ Supervisor's Name: _____

Hours per week: _____

Duties: _____

Employer: _____ Phone # _____

Address: _____ City: _____ State: _____ Zip: _____

Dates of Employment: _____ Reason for leaving: _____

Title: _____ Supervisor's Name: _____

Hours per week: _____

Duties: _____

Employer: _____ Phone # _____

Address: _____ City: _____ State: _____ Zip: _____

Dates of Employment: _____ Reason for leaving: _____

Title: _____ Supervisor's Name: _____



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Hours per week: _____

Duties: _____



Professional References

Please list three references that are familiar with your work history and experience. Do not list relatives, friends or personal references.

Name: _____ Company: _____

Business Relationship: _____ Years Known: _____

Phone Number _____

Name: _____ Company: _____

Business Relationship: _____ Years Known: _____

Phone Number _____

Name: _____ Company: _____

Business Relationship: _____ Years Known: _____

Phone Number _____

Applicant Agreement: Release and Certification

"I certify that the information given by me in this application is true in all respects, and I Agree that if the information given by me herein or in a subsequent pre-employment interview is found to be false in any way, it shall be considered sufficient cause for denial of employment or discharge. I authorize the use of any information in this application to verify my statement, and I authorize my past employers, all references, and any other persons to answer all questions asked concerning my ability, my character, reputation and previous employment record."

"I understand that nothing contained in this employment application or in the granting of an interview is intended to create an employment contract between West Central Consolidated Communications and myself for either employment or for the providing of any benefit. No promises regarding employment have been made to me, and I understand that no such promise or guarantee is binding upon West Central Consolidated Communications unless made in writing. If an employment relationship is established, I understand that I have the right to terminate my employment at any time and that West Central Consolidated Communications retains the same right."

"I understand that prior to being offered employment with West Central Consolidated Communications, I may be requested to take an employment examination. In the event I have a disability which will affect my ability to take the test, I will so inform West Central Consolidated Communications prior to the administration of that test so that a reasonable accommodation can be made. Requested accommodations may include accessible testing site, modified testing conditions, and accessible testing formats. West Central Consolidated Communications reserves the right to require medical documentation concerning the need for the accommodation."

"I understand that if employed, policies and rules which are issued are not condition of employment and that West Central Consolidated Communications may revise policies or procedures, in whole or in part, at any time."

"I understand that this application will be kept on active file for at least thirty (30) days from the date completed, after which time I may have to reapply in accordance with the established West Central Consolidated Communications procedures."

"I understand that I am not obligated to disclose criminal history information ordered expunged, sealed or impounded."



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Print Name: _____

Signature: _____ Date: _____