

The graphic features a white outline of the state of Illinois on the left. Inside the outline are blue silhouettes of a man in a suit and a woman in a business suit. To the right of the silhouettes is a green rectangular area with the text "NOW HIRING!" in large white letters, followed by "CARETAKER FOR THE HAVEN" in black. Below this is a white triangular area containing the American Legion seal and the text "CARBONDALE, ILLINOIS". At the bottom is a blue horizontal bar with the text "THE HAVEN" in white.

APPLY TODAY

NOW HIRING!

CARETAKER FOR THE HAVEN

THE HAVEN

AMERICAN LEGION
CARBONDALE, ILLINOIS

Now Hiring

The American Legion is looking for new Caretakers for The Haven located in 10289 Haven Rd. Carbondale, Illinois 62918

The Haven has live-in caretakers who:

- ⇒ **Maintain building both inside and out**
- ⇒ **Property / Ground Maintenance**
- ⇒ **Books special events**

The Haven is a Day Lodge for relaxation and rehabilitation of the veterans in the Marion V.A.M.C. as well as Veterans and their families. It is the pride and joy of The American Legion's 5th Division.



A great opportunity for retirees.

Complete an application and mail to: **Bill Flanagan 409 E. Oak St. New Baden, IL 62265**

**APPLICATION FOR EMPLOYMENT
As Haven Caretaker/Activities Director**

Please Print

Date _____

APPLICANT

Last Name, First Name, Middle Initial

Street, City, State, Zip

Telephone Number(s)

Are you currently employed? _____

May we contact your present employer? _____

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status?

On what date would you be available for work?

Are you able to work full time?

If not, please explain. _____

Are you currently on "Lay-off" status and subject to recall? _____

Are you able to establish full time residency in an Apartment located within the Haven facility?

Have you been convicted of a felony?

Yes _____ No _____

If Yes, please explain. _____

Approval for background check. Yes ____ No ____

SIGNIFICANT OTHER

Last Name, First Name, Middle Initial

Street, City, State, Zip

Telephone Number(s)

Are you currently employed? _____

May we contact your present employer? _____

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status?

On what date would you be available for work?

Are you able to work full time?

If not, please explain. _____

Are you currently on "Lay-off" status and subject to recall? _____

Are you able to establish full time residency in an Apartment located within the Haven facility?

Have you been convicted of a felony?

Yes _____ No _____

If Yes, please explain. _____

Approval for background check. Yes ____ No ____

EDUCATION

ELEMENTARY SCHOOL

Name and address of School:

Years completed _____

HIGH SCHOOL

Name and address of School:

Years completed _____

Diploma/Degree:

UNDERGRADUATE COLLEGE

Name and address of School:

Course of study

Years completed

Diploma/Degree/Date:

GRADUATE/PROFESSIONAL/TRADE

Name and address of School:

Course of Study

Years completed

Diploma/Degree/Date:

Other (Specify)

ELEMENTARY SCHOOL

Name and address of School:

Years completed _____

HIGH SCHOOL

Name and address of School:

Years completed _____

Diploma/Degree:

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Course of study

Years completed

Diploma/Degree/Date:

GRADUATE/PROFESSIONAL/TRADE

Name and address of School:

Course of Study

Years completed

Diploma/Degree/Date:

Other (Specify)

Describe any job-related training received in the United States military.

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EMPLOYMENT EXPERIENCE

Start with your present or last job. Include any job-related military service assignments and volunteer activities.

Employer

Employer

Address

Address

Telephone

Telephone

Job Title

Job Title

Supervisor

Supervisor

Reason for leaving

Reason for leaving

Dates Employed (from/to)

Dates Employed (from/to)

Hourly rate/Salary(start/final)

Hourly rate/Salary(start/final)

Work performed

Work performed

Employer

Employer

Address

Address

Telephone

Telephone

Job Title

Job Title

Supervisor

Supervisor

Reason for leaving

Reason for leaving

Dates Employed (from/to)

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Work performed

Employer

Address

Telephone

Job Title

Supervisor

Reason for leaving

Dates Employed (from/to)

Hourly rate/Salary(start/final)

Work performed

If you need additional space, please continue on a separate sheet of paper.

List professional, trade, business or civic activities and offices held.

List professional, trade, business or civic activities and offices held.

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

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

REFERENCES

Name

Address

Telephone

Name

Address

Telephone

Name

Address

Telephone

I have answered all questions, truthfully, to the best of my ability.

Signature

Name

Address

Telephone

Name

Address

Telephone

Name

Address

Telephone

I have answered all questions, truthfully, to the best of my ability.

Signature