

PICKET FENCE FOUNDATION

Employment Application

Read About Us!

Thank you for your interest in working with us at Picket Fence Foundation in Chillicothe, IL. We are now a nonprofit organization serving adults with disabilities by providing employment and training opportunities for them.

We're looking for compassionate, hard-working go-getters who believe that our community is better when everyone is included.

A job at Picket Fence is like no other. We operate a gift shop, garden center, floral design studio, and multiple greenhouses to help us fulfill our mission. The Picket Fence team works together for the best possible outcomes for our customers and team members or vendors with disabilities. Here, we get to set an example to our community and provide a safe, welcoming place to shop and work for those with disabilities.

If this sounds like the right fit, please fill out this application and return it to any team member at Picket Fence.

Thanks again for your interest in working at Picket Fence Foundation! Let's change the world.

Picket Fence Foundation At-A-Glance

310 N. 4th St., Chillicothe, IL, 61523
(309) 274-5414

Hours of Operation:
M-F 9:00-6:00
Saturday: 9:00-4:00
Never Open Sundays

Picket Fence Foundation | Employment Application

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apt./Unit #

City State ZIP Code

Phone: _() _____ E-mail Address: _____

Date Available: ____/____/____ Social Security No.: ____-____-____ Desired Salary: \$ _____

Position Applied For: _____

Are you a citizen of United States? Yes No -If no, are you authorized to work in the U.S.? Yes No

Have you ever worked for this company? Yes No -If so, when? _____

Have you ever been convicted of a felony? Yes No

If yes, please explain: _____

Education

High School: _____ City, State: _____

From: _____ To: _____ Did you graduate? Yes No Degree: _____

College: _____ City, State: _____

From: _____ To: _____ Did you graduate? Yes No Degree: _____

Other: _____ City, State: _____

From: _____ To: _____ Did you graduate? Yes No Degree: _____

References

Please list three professional references.

1. Full Name: _____ Relationship: _____

Phone: _() _____ E-mail Address: _____

2. Full Name: _____ Relationship: _____

Phone: _() _____ E-mail Address: _____

3. Full Name: _____ Relationship: _____

Phone: _() _____ E-mail Address: _____

Previous Employment

Company: _____ Phone: _(____)_____

Job Title: _____ Supervisor: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

Ending Salary: _____ May we contact your previous supervisor for a refence? Yes No

Company: _____ Phone: _(____)_____

Job Title: _____ Supervisor: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

Ending Salary: _____ May we contact your previous supervisor for a refence? Yes No

Company: _____ Phone: _(____)_____

Job Title: _____ Supervisor: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

Ending Salary: _____ May we contact your previous supervisor for a refence? Yes No

About You

Why are you interested in working at Picket Fence?

Have you worked with children or adults with disabilities in the past? If yes, please briefly explain.

What else would you like us to know about you?

Availability

Your availability is the time you can generally be scheduled to work and does not include one-off conflicts in your schedule. Please indicate your general availability by selecting the times during each day that you CAN be here by placing a checkmark in the box. Add any notes needed below the chart.

Time	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
8:00a							
8:30a							
9:00a							
9:30a							
10:00a							
10:30a							
11:00a							
11:30a							
12:00p							
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5:00p							
5:30p							
6:00p							
6:30p							
7:00p							
7:30p							
8:00p							

Notes about my availability:

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature: _____

Date: _____

Admin Use Only

Date Received ____/____/____ By _____

Notes: