

Application for Employment
Desplaines Valley Mosquito Abatement District
8130 Ogden Avenue, P.O. Box 31
Lyons, IL 60534-0031
Telephone 708-447-1765
Email dvmad@desplainesvalleymad.com

For Office Use Only
DA _____
DIV _____

Personal Information

Date: _____

Name: _____ Email: _____
Last First Middle

Daytime Phone: () _____ Cell Phone: () _____
Area Code Number Area Code Number

Permanent Address: _____
Street City State Zip

Present Address: _____
(If different from above) Street City State Zip

Are you 18 or older? Yes No If no, age: _____

Do you understand that seasonal job opportunities will have no benefits offered? Yes No

Do you understand that you may be required to pass a written exam to obtain a state pesticide license? Yes No (The District will provide required training and study materials to prepare for the exam.)

Have you been convicted of a felony in the past 7 years? (Note: You are not obligated to disclose a sealed or expunged criminal record.) Yes No

In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States, and to complete the required employment eligibility verification form upon hire.

Driving Record

Have you been convicted of any moving violations within the past 3 years? Yes No

Have you, as a driver, been involved in any vehicle accidents within the past 3 years? Yes No

If you answered "Yes" to either of the above questions, briefly describe reason below:

Education

High School Diploma/GED? Yes No

College or Other(trade, Business, or Correspondence School)

Name of School: _____

Location of School: _____

Major/Minor: _____

Diploma/Degree? Yes No

Describe any special areas of study that you feel would be beneficial to us: _____

■ Employment Experience List current or most recent job first.

Employer: _____ Telephone Number: (____) _____
 Address: _____ Dates Worked From: _____ To: _____
 Supervisor: _____ Reason for Leaving: _____
 Work performed: _____

Employer: _____ Telephone Number: (____) _____
 Address: _____ Dates Worked From: _____ To: _____
 Supervisor: _____ Reason for Leaving: _____
 Work performed: _____

Are you currently employed? Yes No If yes, may we contact your current employer? Yes No

Are you currently on "lay-off" status and subject to recall? Yes No

Special skills and qualifications from previous employment experience:

- Driving large vehicles or trucks? Yes No If yes, vehicle type: _____
- Outdoor jobs/physical labor? Yes No If yes, describe: _____
- Small, motorized equipment use? Yes No Work independently of supervisor? Yes No
- Map reading? Yes No Work in teams? Yes No

Other skills that you feel would be beneficial to us: _____

■ References Give below the names of 2 persons not related to you and not previous employers, whom you have known at least one year.

Name	Occupation	Telephone	Years Known
1)		()	
2)		()	

■ Employment Desired

Status: New Applicant Returning Employee (Indicate What Years Employed _____)

Have you ever filed an application with us before? Yes No If yes, give year: _____

Type: Full-time Seasonal Permanent

Division as described below (If more than one, rank in order of preference – 1-highest, 5-lowest):

___ General Larval (April – September 30th) ___ Catch Basin (May – August 15th) ___ Off-Road Basin (May – August 15th) ___ Laboratory (May – September 30th) ___ Office (May – September 30th)

Do you feel you are able to perform the functions of the division(s) you have applied for as described below? Yes No If no, describe: _____

General Larval Division

This Division focuses on the inspection/treatment of all potential mosquito breeding sources other than catch basins. Two member crews equipped with motorized and hand equipment are responsible for inspecting all known potential mosquito breeding sites in an assigned area, and applying appropriate larvicide to those sources actually found breeding. Crews collect data on source condition, breeding density, larval samples, any treatment required, etc. This work involves lifting and carrying equipment up to 60 lbs. in weight, over extended distances of rough, uneven terrain to sources requiring treatment. Activities can result in extended exposure to sun and heat, along with exposure to poison ivy and many sources of hay fever pollen. Employees must be available to work two evenings per week in the Adult Mosquito Control Division, when necessary from July 1 to employee's specified end date. Employees may also be required to perform drainage/trail maintenance activities. This will involve physical labor using shovels, picks, rakes, hand saws, clippers, weed whackers, etc. The collection and handling of used vehicle tires may also be required. Employees will be required to pass a written, multiple-choice exam administered by the Illinois Department of Agriculture to obtain a Commercial Not-For-Hire Operator's License in the category of Mosquito Control. The District will provide required training and study materials to prepare for the exam. The exam will be taken after hiring, but before beginning actual mosquito control activities.

Catch Basin Division

This Division involves the treatment of curbside storm water catch basins for mosquito larvae control. Single member crews use right-hand drive Jeep type vehicles to access catch basins with driver dispersing a larval control briquet into each catch basin. Driver is responsible for treating all catch basins in an assigned area. Employee must have a good sense of direction and ability to read/understand maps. Employees must be able to sit and drive a right-hand drive vehicle for long periods at a time under stop-and-go driving conditions with subsequent braking/acceleration. Activities can result in extended exposure to sun and heat. Employees must complete the Solid, Single-use Larvicide Training Course conducted in-house, as required by the Illinois Department of Agriculture.

Off-Road Basin Division

This Division involves the treatment of off-road storm water catch basins for mosquito larvae control in walk-in areas not accessible to vehicles. Single member crews are responsible for treating all mapped off-road catch basins in assigned areas by dispersing larval control briquets into each off-road catch basin. Employees must have a good sense of direction and ability to read/understand maps. This activity involves walking extended distances over rough, uneven terrain carrying larval control briquets. Activities can result in extended exposure to sun and heat. Employees must complete the Solid, Single-use Larvicide Training Course conducted in-house, as required by the Illinois Department of Agriculture. On occasion, employees from this Division may be transferred to the Catch Basin Division to assist in their operations, with pay level corresponding to the Catch Basin Division.

Laboratory Division

This Division focuses on the collection and processing of data pertinent to various aspects of mosquito control. A combination of indoor and outdoor activities including sample collection and identification, sample testing, field data collection, post-larval treatment inspection, etc. are required. Duties will involve driving, and often walking over rough, uneven terrain. Significant time will be spent using a microscope and mosquito identification keys, preparation/testing of mosquito samples for West Nile Virus, and cleaning/maintenance of laboratory equipment. Biology oriented background preferred, but not essential.

Office Division

This Division focuses on clerical aspects of daily operations. Duties include answering incoming telephone calls and providing the caller with information requested when possible, or directing call to appropriate staff member. The ability to deal with irate callers through patience and courtesy is essential. Computer data entry of all field data collected is also the responsibility of this Division. Accurate typing skills and basic familiarity of computers are required. Secondary duties include contacting villages and libraries for distribution of informational handouts, as well as assisting in the laboratory division as needed.

Adult Control Division

This Division involves the application of ultra-low volume aerosol pesticide for the control of adult mosquitoes. Single member crews are assigned a vehicle with a mounted sprayer. The driver must follow a detailed spray route map while controlling the sprayer and driving safely. This requires the employee to be able to sit and drive the vehicle for 3-5 hours. Adult control operations are conducted from dusk to midnight, during the hours where adult mosquitoes are most active. Employees that work in this division will be drawn from the General Larval Division.

All employees will be hired for one primary Division to which the majority of employment time will be spent. A shift between Divisions may be made on occasion to meet various requirements of the current mosquito season. On such occasions, you will be paid the rate applicable to the Division you were transferred to instead of the rate for the Division you were hired for.

The use of tobacco products including vaping is not permitted at any time within District buildings or vehicles, and is only allowed in the field during break and lunch periods.

■ Employment Availability

Date Available: _____

For Seasonal, Last Day Available: _____

*****IMPORTANT: This must be filled in to be considered for employment*****

Are you planning to take vacation/time off during season? Yes No if yes, please describe:

If required, are you available for work Saturdays? Yes No

If required, are you available for work in the evenings? Yes No

*****IMPORTANT: All General Larval employees and any other seasonal employees who have obtained an Operator's License from the Illinois Department of Agriculture in the category of Mosquito Pest Control must be available to work two evenings a week (Monday - Thursday) from July 1st until employees specified end date. Failure to fulfill this requirement will result in wage bonus reduction or loss.**

How far would you be from District headquarters? _____

Do you have reliable transportation to work? Yes No

How did you hear about this employment opportunity? _____

Emergency

In case of emergency, notify: _____
Name Telephone

or: _____
Name Telephone

I hereby certify that the answers given and statements made are true and correct. I hereby authorize all my previous employers, or references to furnish any information concerning my personal character or employment records. I hereby release all such persons from liability or damages incurred as a result of inquiry and furnishing this information. If hired, I agree to furnish documentation within 72 hours showing my identity and that I am legally authorized to work in the United States. I hereby authorize the District to check my driving record as it appears in the files of the office of the Secretary of State of Illinois.

I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the District. In addition, I understand that I may be required to pass the written General Standards Examination as administered by the Illinois Department of Agriculture to obtain a Commercial Not for Hire Operator's License in the category of Mosquito Pest Control for employment with the District. Employees hired for the Catch Basin, Off-Road Basin, and Laboratory Divisions must complete the Solid, Single-use Larvicide Training Course, conducted in house, and required by the Illinois Department of Agriculture.

In the event of employment as a *Seasonal Employee*, I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with the District is of an "at will" nature, which means that the Employee may resign at any time and the District may discharge Employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of the District.

This application for employment shall be considered active for a period of time not to exceed 90 days. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.

Date: _____ Applicant's Signature: _____

Do Not Write Below This Line

Interviewed by: _____ Date: _____

Dates Available: _____

Division: _____

Drivers License Check Date: _____ Results: ___ Clear ___ Violations _____

Remarks: _____

Approved by: _____ Date: _____ Letter Sent: _____ Reply Rec'd: _____

Fair Credit Reporting Act Disclosure Statement

In accordance with the provisions of Section 604(b)(2) of the Fair Credit Reporting Act, you are being informed that a department of motor vehicle report will be obtained on you for employment purposes through:

iiX, a Versick Analytics Business
1716 Briarcrest Drive
Suite 200
Bryan, Texas 77802

The iiX privacy policy can be found at www.verisk.com/iiX/about/iiX-online-privacy-notice/

Authorization to Obtain Motor Vehicle Report

I acknowledge the receipt of the above disclosure statement and authorize iiX to obtain the department of motor vehicles report for employment purposes. This authorization is ongoing and permission is granted for The Desplaines Valley Mosquito Abatement District to secure this information during the length of my employment.

Applicants Signature

Date

Print Name (as it appears on license)

Drivers License Number

State Issued

SUPPLEMENT TO APPLICATION FOR NEW SEASONAL EMPLOYMENT - 2020

Please complete **all sections** of the employment application. All information is necessary to process the application.

Base wage scales for Divisions summarized in employment application are:

General Larval Division	\$ 16.00/hr
Catch Basin Division	\$ 13.00/hr
Off-Road Basin Division	\$ 14.00/hr
Laboratory Division	\$ 14.00/hr
Office Division	\$ 13.00/hr
Adult Control Division	\$ 20.00/hr

All employees who remain in District employment **through the date specified by them on their employment application**, and meet all other qualifications including allowed absence criteria as defined in detail within the *Seasonal Employee Personnel Information Handbook* (issued upon start of actual employment) will be eligible for a monetary wage bonus summarized below:

<u>Operational Division</u>	<u>Allowed Absence Total</u> <u>Elective Excused + Unexcused</u>	<u>Wage Bonus</u>
Catch Basin	8 Hrs for Every 160 Hrs Employed & Paid	\$ 1.00/Hr
Off-Road Basin	"	\$ 1.00/Hr
General Larval	"	\$ 1.00/Hr
Laboratory/Office	"	\$ 1.00/Hr

For elective excused and unexcused absence totals *exceeding* the allowed absence totals, a *reduction* in the monetary wage bonus will be made as follows:

<u>Absence Above Allowed Totals</u>	<u>Wage Bonus Reduction</u>
0.1 - 8.0 Hrs	- \$0.25/Hr
8.1 - 16.0 Hrs	- \$ 0.50/Hr
16.1 + Hrs	- \$ 1.00/Hr (Full loss of bonus)

Compensation for the wage bonus will be made by check issued in addition to your last pay check for the season, and be subject to applicable withholding taxes.

All employees will be hired for one primary Division to which the majority of employment time will be spent. A shift between Divisions may be made on occasion to meet various requirements of the current mosquito season. On such occasions, you will be paid the rate applicable to the Division you were transferred to instead of the rate for the Division you were hired for.

New employees *may be required to pass* a written, multiple-choice examination administered by the Illinois Department of Agriculture to obtain a Commercial-Not-For-Hire Operator's License in the category of Mosquito Control. The District will provide required training/materials to prepare you for the exam. The exam will be taken after hiring, but before you begin any actual mosquito control activities. The District will assume applicable spray license fees.

The use of tobacco products, including vaping, are not permitted at any time within District buildings or vehicles. Tobacco use will only be permitted during break and lunch periods.