



## County of McHenry Appointed Member of Board, Commission, or Elected Office Vacancy Application

Mail to McHenry County

Administration

2200 N. Seminary Avenue

Woodstock, Illinois 60098

Telephone: (815) 334-4214 Fax: (815) 334-4020

**An Equal Opportunity Employer**

Elected position or board/commission applying for: \_\_\_\_\_ Date of application: \_\_\_\_\_

*Instructions: This form must be completed by all persons applying for appointment to a board/commission or a vacated elected position.*

*Please answer each question to the best of your ability. Your answers will aid in the evaluation of your candidacy.*

### Applicant Information

Name: \_\_\_\_\_  
Last Name First Name Middle Name

Address: \_\_\_\_\_  
Street City State Zip Code

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Have you worked for McHenry County before? ( ) No ( ) Yes If yes, give date(s): \_\_\_\_\_

Do you have any relatives currently employed by McHenry County or any political sub-division thereof? ( ) No ( ) Yes

If yes, please provide name(s): \_\_\_\_\_

Have you ever been convicted of or charged with a felony or misdemeanor? (A conviction will not automatically disqualify you from an appointment; exclude minor traffic violations.) ( ) No ( ) Yes, explanation follows:

Are there any felony/misdemeanor charges pending against you? ( ) No ( ) Yes, explanation follows:

### Employment History

*Your work experience is an important factor in evaluating your qualifications. Please list your current employer.*

Name of Employer: \_\_\_\_\_

Type of Business: \_\_\_\_\_ Telephone: \_\_\_\_\_

Employer's Address \_\_\_\_\_  
Street City State Zip Code

Name of Supervisor: \_\_\_\_\_ May we contact this employer? ( ) No ( ) Yes

Dates of Employment:  
From: \_\_\_\_\_ To: \_\_\_\_\_

Job title & description of duties performed: \_\_\_\_\_

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**Public/Civic Leadership Information**

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What do you believe is the role of the elected office or board/commission for which you are applying?

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Do you or any of your close family or business connections make use of services provided by, or connected with, the elected office or board/commission for which you are applying? ( ) No ( ) Yes If yes, please explain:

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Do you or any of your close family or business connections serve in any elected office, on any board/commission, or with any organization which has or may have any connection or relationship with the elected office or board/ commission for which you are applying?

( ) No ( ) Yes If yes, please explain:

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**References**

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*Please give the names of three persons, not related to you, whom you have known for over one year.*

Name	Address	Telephone	Occupation	Yrs Known
Name	Address	Telephone	Occupation	Yrs Known
Name	Address	Telephone	Occupation	Yrs Known

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**Education & Life Experience**

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Are you currently or have you previously served as an elected official, served in a government commission, or private organization? ( ) No ( ) Yes If yes, please explain:

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What education, training, or experience do you believe would assist you with serving the elected office or board/commission for which you are applying?

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What do you hope to accomplish as a result of serving the elected office or board/ commission for which you are applying?

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**Certification & Release -Read Carefully Before Signing**

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I certify that the answers and information given by me in this application are true, correct and complete without qualification. I understand the County has the right to refuse to appoint me or immediately discharge me, at any time if it discovers I have provided incomplete, untrue, or misleading answers or information in this application or on any other documents or forms submitted at any time during my employment.

I authorize the County and its agents, to verify the answers and information given by me in this application and to make any investigation of my background deemed necessary. I authorize former employers, law enforcement organizations, educational institutions, and any other third party contacted by the County or its representatives, to release to the County or its agents information which may be used to verify information in this application.

I understand that any position I am appointed to may require me to complete a Statement of Economic Interest and the McHenry County Addendum to the Statement of Economic Interest to be filed with the McHenry County Clerk

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date