CITY OF JOLIET
Human Resources Department

Background Check Authorization

Pursuant to the Fair Credit Reporting Act (FCRA) 15 U.S.C. §1861, you are notified of the City of Joliet's intent to conduct a check of your background which may affect your application for employment or employment status. This check may include driving record, driver's license verification, criminal background, employment, references and education verification.

Periodically, the City will perform checks of driving records of any employee who may drive a City vehicle or other transportation apparatus to conduct City business. Individuals who perform safety-sensitive job duties are regulated by U.S. Department of Transportation policy and employers are required by law to provide records of drug and alcohol testing history to a new employer.

Discovery of certain adverse information on the background or records check may be grounds for the City to take action against an applicant or employee, including but not limited to: not hiring or withdrawal of a contingent job offer, suspension, reassignment, or termination of employment.

Your signature below authorizes the City of Joliet to conduct necessary background checks in conjunction with your application for employment and releases the City of Joliet from any and all liability in conducting this search.

Signature	Social Security Number	Date

Please print required information below:

First Name	Middle Name	Last Name
Street Address	City, State	Zip Code
Driver's License Number	State Issued	Expiration Date
Date of Birth*	Gender*	Race*

List any other addresses from the last seven years.

List any other name changes.

*Date of birth, gender, and race are required to complete the background check only and are not considered in the hiring process.

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