



HOUSING AUTHORITY *of* JOLIET

INSTRUCTIONS

Please print legibly and complete all sections of the application.

Please be sure to sign and date the application before it is submitted to the Housing Authority of Joliet (HAJ) Human Resources Department.

Only completed applications will be accepted. Please read the job announcement carefully.

Resumes are encouraged but will not be accepted in lieu of any portion of the HAJ official Employment Application. Use additional sheets if more space is needed.

Applicants may be required to submit additional proof of qualifications, if sufficient information is not provided (i.e., License, Certificate, Degree, etc.)

It is the applicant's responsibility to insure that the application is received within the filing period. Applications/Resumes must be in the Human Resources office of the HAJ no later than 4:00 p.m. on the final filing date of the job announcement. Late applications will not be accepted.

Screening applications may take 2-3 weeks after the final closing date.

You will be notified by phone of your eligibility.

Any person claiming a preference in employment under Section 3 of the HUD Act of 1968 with the HAJ must complete the attached Self Certification Form and return it with their application/resume.



The Housing Authority of Joliet is an Equal Opportunity Employer