



# APPLICATION FOR EMPLOYMENT

(Please print clearly)

## An Equal Opportunity Employer

*We do not discriminate on the basis of race, religion, national origin, color, sex, age, veteran status, or disability. It is our intention that all qualified applicants be given equal opportunity and that selection decisions are based on job-related factors.*

### Personal

Name \_\_\_\_\_ Date \_\_\_\_\_  
Last First Middle Initial

Present address \_\_\_\_\_ Telephone No. \_\_\_\_\_  
No. Street City State Zip

Position applied for \_\_\_\_\_ Rate of pay expected \$ \_\_\_\_\_ per hour

Would you work \_\_\_\_\_ Full-time \_\_\_\_\_ Part-time Specify days and hours if part-time \_\_\_\_\_

Were you previously employed by this organization? \_\_\_\_\_ If yes, when? \_\_\_\_\_

List any friends or relatives working here, other than spouse \_\_\_\_\_  
Name(s)

If your application is considered favorably, on what date will you be available for work? \_\_\_\_\_

Are there any other work experiences, skills, or qualifications that you feel would especially fit you for work here? Please add any additional comments you think are important for us to consider. \_\_\_\_\_

### If you are applying for a job with minimum age requirements, you may be required to submit proof of age.

For jobs with minimum age requirements:

Are you 18 years of age or older? .....  yes  no

If hired, can you furnish proof you are eligible to work in the United States? .....  yes  no

Have you ever been convicted of a felony? .....  yes  no

A "yes" answer does not automatically disqualify you from employment since the nature of the offense, date, and the job for which you are applying will be considered.

If yes, please explain \_\_\_\_\_

Have you previously applied here? .....  yes  no

If yes, when? \_\_\_\_\_

Have you worked for any firm under a different name? .....  yes  no

If yes, give name \_\_\_\_\_

**Personal References (not former employers or relatives)**

Name and occupation	Address	Phone numbers

**Education Record—Nonveterinarians Only**

Name of School	Degree awarded	Grade average	Honors
High School			
College or University			
Other			

**Work History (begin with the most recent, list all past employers, including any pertinent military experience)**

Name of Company	Business address	City	State
Phone no.	Type of Business	Immediate Supervisor	
Date employed From                      To	Exact job title	Reason for termination	
Earnings at hire	Earnings at termination		
Description of duties _____ _____			

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Date employed From _____ To _____	Exact job title	Reason for termination	
Earnings at hire	Earnings at termination		
Description of duties _____ _____			

**Affidavit**

I certify that all information I have provided in this application is true and complete. I understand that any false information or omission may disqualify me from further consideration for employment and may result in my dismissal if discovered at a later date. I understand that the employer may request an investigative consumer report from a consumer reporting agency. This report may include information as to my character, reputation, personal characteristics and mode of living obtained from neighbors, friends, former employers, schools, and others. I understand I have a right to make a written request within a reasonable time for the disclosure of the name and address of the consumer reporting agency so that I may obtain a complete disclosure of the nature and scope of the investigation. I authorize the investigation of any or all statements contained in this application and also authorize any person, school, current employer (except as previously noted), past employers and organizations named in this application to provide relevant information and opinions that may be useful in making a hiring decision. I release such persons and organizations from any legal liability in making such statements. **I UNDERSTAND THAT THIS APPLICATION OR SUSEQUENT EMPLOYMENT DOES NOT CREAT A CONTRACT OF EMPLOYMENT NOR GUARANTEE EMPLOYMENT FOR ANY DEFINITE PERIOD OF TIME. IF EMPLOYED, I UNDERSTAND THAT I HAVE BEEN AT THE WILL OF THE EMPLOYER AND MY EMPLOYMENT MAY BE TERMINATED AT ANY TIME, WITH OR WITHOUT CAUSE AND WITH OR WITHOUT NOTICE.** I have read, understand, and by my signature consent to these statements.

Signature \_\_\_\_\_ Date \_\_\_\_\_