

Aggieland Humane Society – Internship Application

Date of Application _____

Name _____
(last) (first) (mi)

Phone Number (_____) _____ Email Address _____

Local Address _____

Permanent Address _____

Driver's Lic # _____ Are you over the age of 18? _____

Position Applied for _____

Which Semester/year are you applying for? : Fall: 20 _____ Spring: 20 _____ Summer: 20 _____

Work/Internship Experience

A. Employer Name _____ phone # _____

Employed from _____ to _____ Job Title _____

Address _____

Name & Title of Immediate Supervisor _____

Duties _____ Reasons for Leaving _____

B. Employer Name _____ phone # _____

Employed from _____ to _____ Job Title _____

Address _____

Name & Title of Immediate Supervisor _____

Duties _____ Reasons for Leaving _____

C. Employer Name _____ phone # _____

Employed from _____ to _____ Job Title _____

Address _____

Name & Title of Immediate Supervisor _____

Duties _____ Reasons for Leaving _____

Education

Did you graduate from high school? Yes No Last Grade Completed _____

Do you have a G.E.D. certificate? Yes No

College or University _____ Degree/Year _____ Major _____

Business or Technical School _____ Graduated/Year _____

Course of Study _____

Personal Data

Have you previously been employed by or volunteered at Aggieland Humane Society or any other animal welfare agency? Yes No

If "yes", what agency, when, and in what capacity? _____

Are you related to any person now in the employment of Aggieland Humane Society? Yes No

Name _____ Relationship _____

Have you ever been convicted of any crime other than minor traffic violations? Yes No

If "yes", please explain _____

(NOTE: A conviction record will not necessarily bar employment. Factors such as age and time of offense, seriousness, nature of violation and rehabilitation will be taken into account.)

Licenses/Skills

Licenses/Certifications _____

Office Equipment Operated _____

Heavy Equipment Operated _____

Other Skills/Training _____

I certify that the information contained in this application is correct to the best of my knowledge. I understand that the information given by me on this application may be investigated with my full permission and that any misrepresentation is cause for refusal to hire, or if hired, dismissal from employment of internship.

I have read the job description for the position for which I am applying and certify that I can perform all aspects of the internship as required by the Shelter.

I further understand that any employment will be at the continuing discretion of the department heads and supervisors concerned, subject to the approval of the Executive Director and that this application is the property of Aggieland Humane Society and will become a part of my personnel file if I am accepted into the intern program.

Signature _____ Date _____

Please describe your experiences with the following:

1. Cleaning of cages and/or runs _____

2. Describe what types of wild and/or domestic animals you have experience with _____

3. Describe how you feel about euthanasia and how you cope with it. _____

4. Do you have experience dealing with the public directly and/or over the telephone? Please describe.

5. What type of irate customers have you given service to? _____

6. What steps would you take to diffuse an irate customer situation? _____

7. What kinds of supervisory responsibilities have you had? _____

8. Why do you wish to intern for Aggieland Humane Society? _____
